



Friends of Conway Minutes

Date: 17th May 2017

Time: 16:00 to 17:05

Attendees: Keith Robertson/Linda Greenlees/Lisa Sweaton/Alison Sweaton/Donna Benson

1. Welcome

The purpose and scope of the FOC Parents Association was presented and discussed all parties agreed with frame work and its inclusion in the FOC Constitution

2. Constitution

Was discussed at length and Mr Robertson presented 2 draft constitutions. All points understood and agreed.

- Action – Mr Robertson to edit and re-draft constitution and forward t all parties by 26th May

3. Election of board

Mr Robertson Explained the Role of the Chair/Vice Chair/President and Secretary.
Chair – Lisa Sweaton/ Vice chair - Donna Benson/President – Linda Greenlees/Secretary- Keith Robertson

- Action - Mr Robertson to add details to the constitution

4. Members

Mr Robertson explained the reasoning for an addition of at least 4 more member from our parent body. All in agreement

- Action – Mr Robertson to re-send FOC letter/Add a FOC article to the next News-letter, School App, Twitter and ensure there is a dedicated section for the FOC on the school website, accessible to all including visitors to the site.

5. School Uniform

News of the new school uniform was circulated. We still await the school tie however we expect this is within the week. We agreed upon a Uniform unveiling and marketing afternoon after school on the 14th June 3 to 4pm

- Action – Parents of FOC to arrange Uniform Event with Mr Robertson
- Action – Mr Robertson to ensure a letter/invite goes w/c 5th June
- Action – Mr Robertson to put launch etc in next newsletter due 9th June

6. Forthcoming Events/Fundraising

All events are now on the school App and Website Calendar with reminders set.

Upcoming events are:-

Summer Fayre

Yr6 Production

Yr 6 Prom

YR 6 Graduation

Ice Pop Fridays – Balbir will be sealing Ice pops in the playground at 50p each

Summer Fayre – 7th July from 1pm

All the usual stalls/rides/event and more this year. The school would like FOC to suggest further stalls manned and supported by the parental group. All hands on deck this year thus all volunteers welcome on the day

Year 6 Prom -19th July from 5pm

Dj arranged and food, FOC suggested that decorations and cake would be provided by the parent group

Historical Day

FOC suggested a Historical day linked to topic day where parents could provide food of the period the school costume or could make it in DT/Clubs. Possible Tudors/WW2 etc we could charge a nominal fee of 50p.

Film Night

FOC suggested a Film night once a half term a recent release charge a £5 far cheaper than cinema plus would encourage parental engagement with the school and within parent groups. Mr Robertson informed the group that this had been looked at before however for recent releases we have difficult securing an entertainments licence and the cost of both this and the recent release was a little cost prohibitive, we would however look at it again.

- Action- Mr Robertson to work with FOC on arrangements for the Summer Fayre and Yr 6 Prom
- Action – Linda Greenless to scope out and organise the Historical Day for May 2018 in conjunction with FOC
- Action – Mr Robertson to Scope out Entertainments and film costs for film night to start Winter Term

7. PR

Discussed the recent good news stories of Conway Children/Results accolades and reward. The overall strength of the school is known by the parent group but there was a feeling the parent group did not understand why we are a good school and what we do extra to achieve this status and more. There is a lot of buzz around the workshops and FOC feel more of these would be advantageous but also more celebration around the good news & results Stories. Foc thought letters and communication on Social Media was fine but felt parent/school meetings would push the message home.

- Action - FOC are going to work on word-of-mouth PR in the playground and will regularly update the meeting with the general attitude and feeling towards the school.
- Linda Greenlees – to look at whether Parent/School Meetings could take place when important/good news needs to be communicated

8. AOB

Gardening Club

FOC suggested they would be able to man and manage a gardening club at the school possibly utilising a small area of the Forecast School. Could be free or charge a nominal fee.

Workout Club

FOC Suggested that as we have PE staff within school could we utilise these to possibly run a workout club for parents after school clubs 6pm to 7pm. Would engage parents further end engender relationships within groups that possible separate in the playground. Mr Robertson suggested this may allow mothers from some of our cultural groups to get out and network where confidence doesn't allow usually. All parties agreed that it was possibly workable.

- Action – FOC to come back to the next meeting with a plan and ideas for Gardening Club
- Mr Robertson to scope out the possibility of a Workout Clun with full costings etc

Next Meeting Date – 07th June 2017 3.30pm