

## **Minutes of FoW committee meeting: 27<sup>th</sup> February 2019**

**Present:** Noel Rainbird (Chair), Andrea Johnson (Headmistress), Vicki Massey, Katja Pasley, Emma Sandy, Amanda Webb-Johnson (minutes)

**Apologies:** Siobhan Foley, Caroline Smith, Amy Rowland, Katie Gray, Claudia Thomas

### **1. Minutes from last meeting**

#### **Actions**

Form Reps: Reps are still missing from Shell and LTs. Andrea has some ideas and will follow up.

Those committee members who don't yet have Wychwood email addresses are requested to call Justin when he is in school on Monday, Tuesday and Thursday to set up remaining email addresses.

The minutes were agreed and signed.

### **2. Appoint Secretary for the meeting**

Amanda volunteered to write up the minutes and prepare and send out the agenda for the next meeting in consultation with the FoW Chair.

### **3. Update on Fashion Show**

We don't have enough models for the clothes. Study 1 are signing up to volunteer to model accessories. They need to be encouraged to sign up for modelling the clothes too. They don't have to be 18 but their parents need to sign consent forms.

Girls need to organise themselves for the recyclable materials costume design competition. They will eat early and can put on finishing touches on the night. Girls taking part in the competition will also attract parents to come and support them.

#### **Actions**

- Andrea will ask whether the girls could use Art Club time to work on their costumes.
- As many committee members as possible to bring tealight holders and candles.
- Form reps to encourage parents to model clothes and to clear up at the end.
- Committee members will purchase tickets for the event using the online system.
- Noel will contact GAP students about helping on the night and arranging flowers for the tables.
- Andrea will contact staff to encourage girls to model, to start a list of those signing up to model and for the competition, and to sign up for the dinner.

- Andrea will send risk assessment from quiz and curry night to Noel for discussion with Mike and Maisie.

#### **4. Form rep emails**

Covered above in section on Minutes from last meeting.

#### **5. Funding requests**

The three funding requests received from staff were discussed and approved (for make up kit for the performance, treadmill and weather station).

Agreed £250 for the Study Ball.

Chairs for the hall and contribution to the new shed need to be costed.

#### **Actions**

Andrea will compile a list of everything that FoW has funded in the last 5-6 years to share with parents, staff, governors and Wychwood Association.

Andrea to provide costings for chairs and shed.

#### **6. FoW at 20**

Need a subcommittee to act as a catalyst and encourage the girls to come up with ideas, feedback on how much they have raised eg using a fundraising thermometer. Important for the girls to have an idea of budget and how they will each raise £20. The money raised will be split 50/50 between a charity or charities chosen by the girls and to fund items or experiences within school, again chosen by them.

Amanda and Vicki volunteered to be on the subgroup. Any other volunteers to join the subgroup should contact them.

Meeting ended at 8.40pm