



Catherington Infant School Association (CISA)

Registered Charity Number: 1045305

316 Catherington Lane, Waterlooville, PO8 0TD Tel: 02392 592263 www.catherington.hants.sch.uk

March Meeting Minutes

Tuesday 19th March 2024 at 6:00pm

At Catherington C of E Infant School

1. Welcome and Apologies.

In Attendance: Heather Hulbert, Sarah Shipman, Maria Burden, Kate Powell, Charlotte Pickett, Lisa Parker, Sam Bickley-Vaile, Rachel Rackett, Hayley White, Paul Shipman.

Apologies: Hana Whiteley

2. Confirmation of minutes from last meeting.

Received confirmation that the previous meeting minutes were done and are on the school website.

3. Easter Fair (Saturday 23rd March, 10am-12noon at school):

Included craft activities confirmed and volunteers prepping:

- Coloured eggs with strips of paper to decorate (Charlotte)
- Bunny plate hats (Sam)
- Finger puppet chicks (Hayley)
- Paper plate sheet (Rachel) (Doilies to be ordered)
- Colouring, already printed by Nikki
- Dot to dot, to be sourced and printed by Maria

Easter egg hunt, clues and locations discussed by all from a previous hunt, a few alterations made. Hunt to start at the playground gate.

'Paid for' activities:

- Pin the tail on the bunny (Heather to laminate, Kate to make a tail, stuck on with blue-tack and Kate to provide eye mask)
- Guess how many eggs in the jar (Sarah to buy eggs/jar and fill)
- Chocolate tombola (Hannah to ticket) (Plea email needs to go out to parents for more donations, Heather to ask Nikki)
- Guess the name of the bunny, Heather has printed a list of 100 names

Setting up:

- Sarah has suggested setting as much as possible up on Friday after school, Sarah, Rachel, Lisa and Cindy volunteered to help.
- Crafts to be set up in turtles class, tables can be moved to accommodate this so long as they are put back.
- Easter bunting to be put up to decorate the school.
- Background music played/organised by Ellie, Kate sourced a play list.

Food:

- Cooked food available to purchase includes bacon rolls and Quorn burgers, Maria and Nikki will be cooking these in the kitchen.
- Laura (Charlie Poulter's Mum from dolphins) is kindly supplying the rolls as she owns a bakery.
- Biscuits, provided by Rachel.
- Kate to organise gluten free rolls.
- Hannah is sourcing the bacon via her brother so we can get discount.
- Discussed a ticket system for ordering but decided it won't be that busy and there's only two options.
- Other refreshments include tea, coffee, cans of fizzy drink, squash and biscuits.
- Rachel and Lisa to man the refreshment stall.
- Bacon rolls / Quorn burgers £2.50 each
- Tea or coffee with a biscuit £1.50
- Squash, inclusive for children with entry ticket.

Shopping list of things still required:

- Ketchup
- Fresh milk
- Napkins
- Cans of fizzy drink

Tea and coffee are in stock from previous events and Hayley has donated a box of decaf tea.

Current list of helpers:

- Kitchen, Maria and Nikki (all morning)
- Refreshments, Lisa and Rachel (all morning)
- Entrance, Sam 10-11, 11 onwards un-manned
- Guess sweets in a jar Cindy 11-12
- Name the bunny Sarah 10-11, Kate 11-12
- Easter egg handing out Hannah 10-11, Diana 11-12
- Tombola Charlotte 10-11
- Pin the tail on the bunny
- Tattoo's Ellie 10-11

4. Summer Fair 2024 (15th June 2024 12-3pm)

Business Stalls confirmed so far: Harvest View Brownies and Hampshire Wick

Brochure – Heather has emailed previous customers from last year to see if they would like to advertise again, and we have 4 or 5 confirmed advertisers already for full pages.

Showstoppers – Lisa Yates to contact the owner who has already expressed an interest in providing the entertainment dancers.

C M Sports – Nikki to contact them to see if they are available to provide a sports activity for the day.

Princess the unicorn has been confirmed by Sarah to attend the fair.

Raffle tickets - we want to get tickets printed earlier than last year to boost sales as much as possible.

Heather is discussion with Beals and Steve Grantham Estate Agent with regards to sponsors for the banners and boards.

Confirmed use of The Farmers' pub field in the L shape, and it has been proposed for the bouncy castle to go there.

Maria has mentioned a new charity that the school will be supporting called the 'Final Straw Foundation' (a local charity that focuses on beach cleans and protecting our oceans). She would like to pick a stall at the fair and any profits from that stall will go to Final Straw Foundation instead of the school. It was suggested the 'Pick a lolly' stall might be a good fit for this. We will also offer the charity a stall to advertise their foundation and an advert in the brochure.

5. Film night – 15th May 2024

Confirmed date Wednesday 15th May, films suggested: Migration, Wish, Bad Guys TBC at next meeting. Sarah to draft a poster to go in book bags.

6. Book Fair

Travelling book library, possibly 7th-14th May, will require volunteers to help for an hour after school every day, the school will gain money to spend towards books if we make sales of £300 or more. Books can be purchased there and then on the day or ordered if necessary. Cash only.

7. Tea towels

Option to have tea towels printed with the children's own portrait, discussed children doing their drawings in June during school time for orders to be placed by July before the end of term. Some companies also offer t-shirts or bags, Heather will look into this as an extra option. Cost per tea-towel is £2.40 to us, we can add our own mark up and profits go to the PTA.

8. Butterfly Garden

Will need volunteers to help on weekend date, to clean, jet wash, paint fence etc. Butterfly kits can be ordered after Easter holidays.

Since this meeting a date has been decided via the PTA WhatsApp chat group of Sunday 21st April.

9. Next meeting

Tuesday 23rd April 6pm at school