

## PTFA summer Fair Meeting Monday 15<sup>th</sup> May 2023

Meeting held in the Swan, Chaddesley Corbett

### 1. Attendees:

Present: Nicky, Matt, Steph, Angela, Jody, Helen and Oli

Apologies: None

### 2. The Fair will take place on the 14<sup>th</sup> July 2023.

### 3. Non school Uniform Days:

- a. Have been approved been approved by the Head Teacher.
  - i. 23<sup>rd</sup> June – For Teddy donation. Jody will wash teddies.
  - ii. 30<sup>th</sup> June – Confectionary (wrapped sweets, in date)
  - iii. 7<sup>th</sup> July – Bottle donations
  - iv. Helen, Angela, Jodie, Nicky and Steph will help with ticketing the items.

### 4. Set-up:

- a. We can set-up from 1.30pm
- b. An Inflatable Slide will be at the front of the school. This will be a manned stall. This will be an outside vendor who will have their own liability insurance.
- c. The fair will be run on the playground. In case of inclement weather we can use the hall.
- d. Music: The school has a licence and could play the music.
- e. A fire engine may be in attendance too.
- f. Steph will create posters and advertising.

### 5. Stalls:

- a. Volunteers are needed to run stalls
- b. Stalls will be costed at 50p
- c. Sweets, pencils and rubbers will be used as prizes
- d. Bottle Stall: Could be split into two, and 0 and 5s will win, rather than a prize every time. £1 per go.
- e. Bric-a-brac Tombola (£1 a go)
- f. Teddy Tombola (£1 a go)
- g. Face Painting. Jody to look into this
- h. Soak the Teacher: Mrs Merricks has kindly volunteered to be the teacher.
- i. Beat the Keeper
- j. Popcorn Cones and cans of pop.
- k. Boat Race Stall: Steph to look into making this stall.
- l. Peg-on-the-line. A winning prize would be a toy voucher and Angela will ask Severn Valley for a prize.
- m. Guess what's in the box game
- n. Panning for gold. Steph to cost this up
- o. Jody to look at Sand Bottle Stall and cost this action.
- p. Punch balloons. Jody to look into this and could provide a electric pump, at £1 each. 120 balloons will be enough.
- q. Photo booth. To be looked into.
- r. Cakes: Rowberries will be approached about providing cakes.
- s. Matt to look into Fish and Chips as an option.
- t. Food trucks: Ice Cream van and dessert-based options may be better.

6. *Risk Assessment:*
  - a. Sam will complete a risk assessment.
  
7. *AOB:*
  - a. The school has requested clothes rail as the second-hand uniform will stay in the foyer.  
IKEA sell them for £45
  
8. Meeting closed at 9.30pm