

Minutes for Friends of Lapal Meeting at Lapal, Monday 27th November 2023

Summary of Meeting

Mrs Atkinson spoke to Parents/Carers

- We discussed our first event – The Fashion show. We talked about the successes of the event with selling a good number of tickets, refreshments and raffle were also really successful as there were some excellent prizes on offer. With regards to lessons learnt, we will always ensure there is a float available for events and to look at events that encourages more families to attend (as this was a ladies only event).
- Discussion around having a single point of contact for each event will support school with next steps and sending out information to families.
- Ideas of next events was discussed, thinking about having another big event that can involve entire families and the school-based events that the Friends of Lapal can support.
- During our next meeting, we will map out some of the key events for the rest of the year and identify how Friends of Lapal can support these events.

Next Steps

- School to provide break down of all monies raised from events so far, this academic year.
- Agreement to have a single point of contact for each event to support with clear communication and organisation.
- Allocate a section of the school newsletter for Friends of Lapal to share recent events, money raised and upcoming events and how families can get involved.
- Next event to look at organising is the KS2 red carpet movie night with a provisional date of Wednesday 21st February 2024.
- January meeting to look at ideas and actions for a Lapal summer fete.
- Mrs Atkinson to update school website once received further information from Friends of Lapal.

Dates for 2023/23 meetings

- Monday 11th September ✓
- Monday 9th October 5.15 – 6.15pm ✓
- Monday 27th November 5.15 – 6.15pm ✓
- Monday 15th January 5.15 – 6.15pm
- Monday 26th February 5.15 – 6.15pm
- Monday 15th April 5.15 – 6.15pm
- Monday 10th June 5.15 – 6.15pm