AGM and Intro Meeting - 10 October 2025

Welcome

Agenda

- Welcome
- Minutes of AGM held on 31 Jan 2025
- Work of the CSA 2024/2025
- Finances 2024/2025
- Team and Elections
- CSA Big Picture Blueprint 2025/26
- Parent Choice Project
- Social Events Review
- Upcoming Events:
  - Help Needed
  - Save the Date
- AOB & Questions
- Q&A with Mr Hogston

Minutes of AGM held on 31 Jan 2025

Work of the CSA 2024/25

Summary of 2024/25

1. Raised **£50k in 2024/25!** THANK YOU to EVERYONE!
2. Funding contributed to **a new play mound, bouncy castles, OPAL equipment, stage lighting, theme days** and much more.
3. New events this past year including an **Outstanding Celebration Event**, which celebrated the school's huge success!
4. The CSA team **has grown significantly** — we've filled nearly all our vacant positions and gained many new event volunteers.
5. We're making some **tweaks to our events schedule for 2025/26.**

Main Events - raised **£30k** in 2024/25

Fireworks Night 2024

Raised: £15k

Christmas Fair 2024

Raised: £10k

Summer Fair 2025

Raised: £5k

Other Activities - raised **£13K** in 2024/25

COLLIS SCHOOL ASSOCIATION

These included: Infant Film Night, Junior Discos, Bounce-a-thon, Pre-loved Uniform Sales, Amazon Wishlist, Christmas Cards, Easter Event, Quiz Night and the Outstanding Celebration

Events Review - Easter Event

Events Review - Easter Event

Highlights

- Atmosphere and teacher involvement
- Easter Bunny & Easter trail
- Balloon arch & balloon sales
- Pre-Loved fancy dress
- Bouncy castle
- Monkey Sox
- Fizz & seasonal drinks
- Event photography

For next time

- More activities for older children
- Longer event!
- ‘Creche’ for volunteers’ children to enable more volunteers

Events Review - Outstanding Celebration

Events Review - Outstanding Celebration

Core Team

- Very quick turn-around

Set-Up

- Timing
- Consistent signage
- Site map and pre-briefing

Features/Activities/Vendors

- New / celebratory features
- Jumping for Joy
- Objective was CELEBRATION
- Ice Cream queue!
- CATS kids participation

Events Review - Summer Fair

Events Review - Summer Fair

Core Team

- One person dedicated to one or two areas
- Event ran more smoothly
- High-vis vests

Volunteers

- Recruitment
- Distribution
- Clearer stall guidelines
- Timing of “main event”
- Childcare for key volunteers’ children funded by CSA

Attractions/Activities/Stalls

- Location
- Food
- More options
- Bigger & Better

Cake Sales - raised **£7k** in 2024/2025

A big thank you to all the parents and class reps for your help and support in making our cake sales such a success!

100% of the profits go directly to your child's class, which makes a big difference to their everyday educational experience.

Pre-Loved Uniform Sales

We've seen a huge increase in our pre-loved uniform sales this past year and kicked off this term with a record-breaking first sale, raising an amazing £1,200!

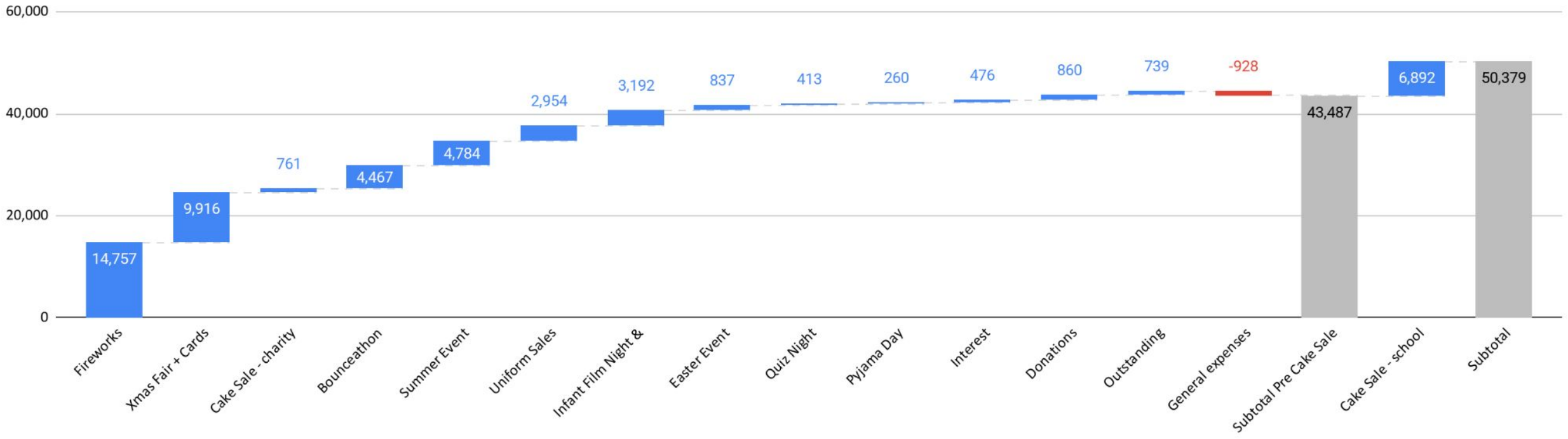
Finances 2024/25

Charity Requirements

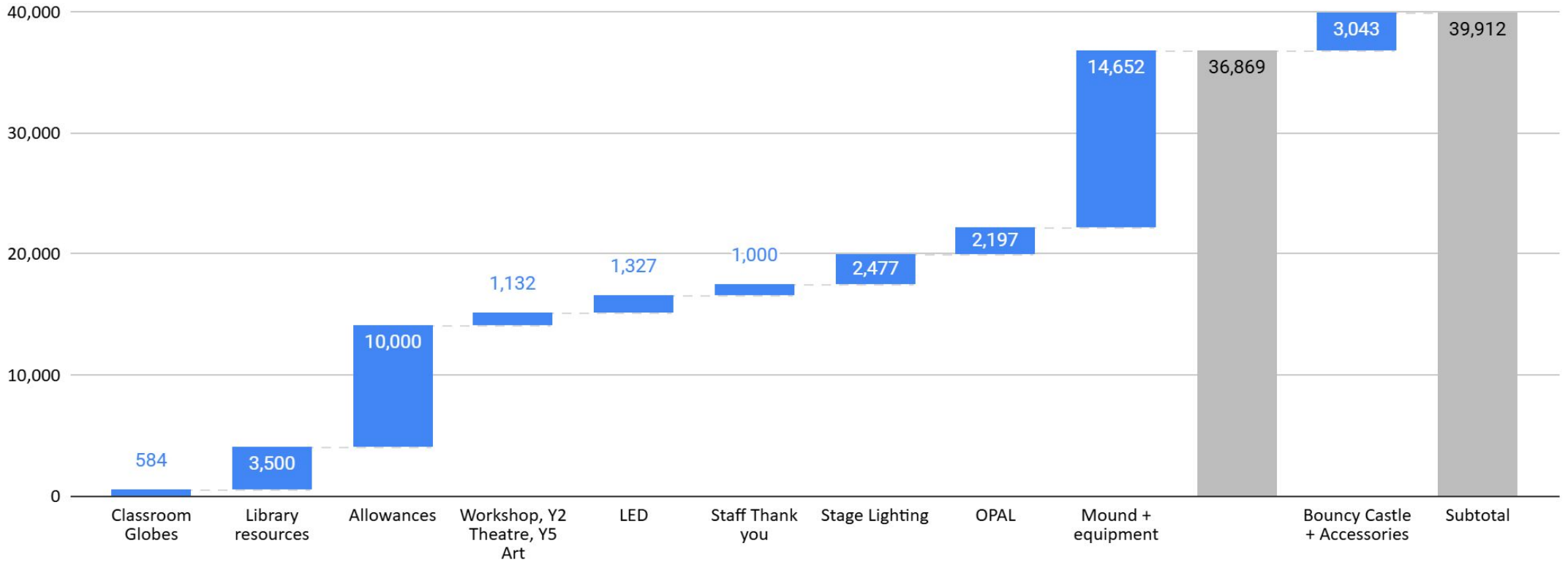
- The CSA is a **registered charity** - registered number 1036853.
- Committee Members of the CSA are also Trustees for the Charity
- Requirement to prepare and file accounts with the **Charities Commission** to retain charitable status. These show total amounts raised, money spent, and donations given to the school in accordance with the constitution of the CSA.
- Accounts for the last academic year are presented to the AGM for approval.
- Mike Rocha is the independent examiner of the accounts.
- As a charity we can benefit from gift aid and can also benefit from workplace giving programs and other volunteering schemes.

Finances 2024/25 - Fundraising

A huge thank you to everyone who supported our events – your generosity and involvement have played a big part in our success!



Finances 2024/25 - Donations and investments



Team Structure & Elections

Meet the CSA Committee

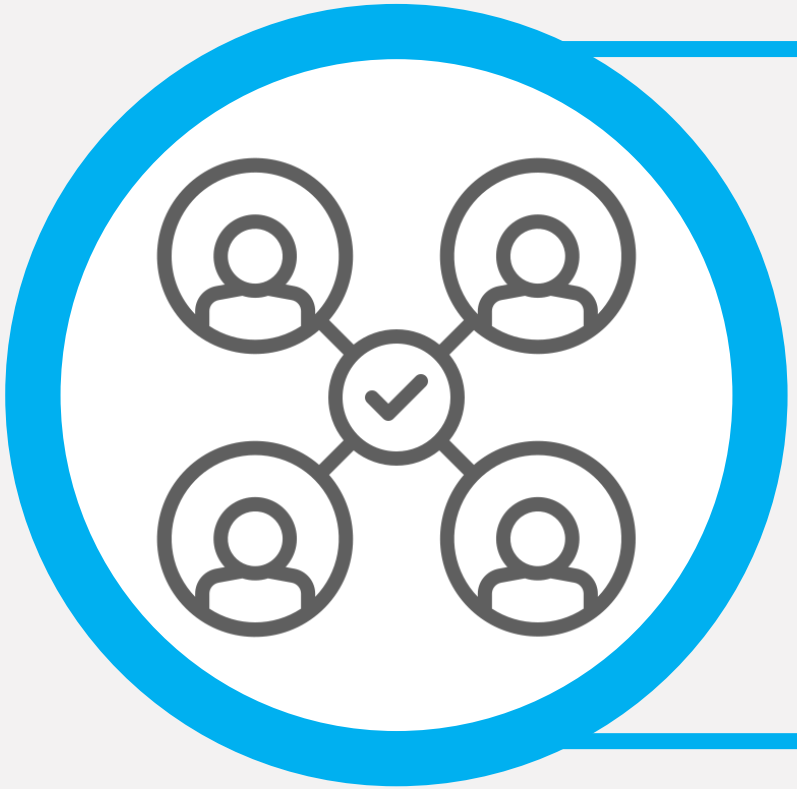
Alicia
CSA Chair
Officer/Committee Role

Anna
Treasurer
Officer/Committee Role

Helen
Secretary
Officer/Committee Role

Julia
Comms & Partnerships
Committee Role

Elections and approvals



All committee members will be elected and minutes and accounts approved, unless anyone objects.

Please raise hand now if any objections.

Meet the wider CSA Team

COLLIS SCHOOL ASSOCIATION

Ongoing Activities

Liv
Outgoing Fireworks Coordinator

Emer
Incoming Fireworks Coordinator

Emma
Summer Fair Coordinator

'Tier 2' Annual Events

Alicia
Christmas Fair Coordinator

Char
Infant Film Night Coordinator

Joanna
Junior Discos Coordinator

Brit
Easter Event Coordinator

Caz
Bounce-a-thon Coordinator

Vacant
Amazon Wishlist Coordinator

Ongoing Activities

Dora
Class Reps Coordinator

Lianne
Sports Day Coordinator

Vacant
Merchandise Coordinator

Helen
Pre-loved Uniform Coordinator

We also have a fantastic team of regular volunteers who support us throughout the year. We're incredibly grateful to all of them for their ongoing help and dedication.

The Year Ahead 2025/26

‘Big Picture Blueprint’ 2025/26

COLLIS SCHOOL ASSOCIATION

MISSION

To unite the Collis community to enrich the educational experience and strengthen school facilities; through frequent, fun, fundraising activities!

AMBITION

To raise a meaningful amount of funds in order to successfully deliver our Mission in 2025/26

KEY TASKS

- **Streamline internal** (parent) **communication** to be efficient & effective
- **Improve parent engagement & participation** in attending, contributing to, and leading events
- **Develop CSA committee culture** that is open & inviting to encourage enrolment
- **Build collaborative & constructive relationship with school & staff** to deliver events & agree fund allocation
- **Build long term, mutually beneficial partnerships with local external businesses** who have strong fit with Collis

ACTIVITIES

2 ‘TIER 1’ EVENTS ANNUALLY
Summer Event, Fireworks

6-8 ‘TIER 2’ EVENTS/ACTIVITIES ANNUALLY
Christmas Fair, Infant Film Night, Junior Discos, Bounce-a-thon, Amazon Wishlist, Easter Event, Parent Night(s), Sports Day

ONGOING (BI-WEEKLY/MONTHLY/ TERMLY) EVENTS/ACTIVITIES
Cake sales, Pre-loved Uniform sales, Merchandise sales, Class Rep support

PROJECTS

WORK IN PROGRESS

ENRICHING EDUCATIONAL EXPERIENCE
Termly allowance, Classroom upgrades, Tables & chairs, ‘Parent Choice Project’

STRENGTHENING SCHOOL FACILITIES
Swimming pool upgrade, OPAL shading and seating etc

IMPROVING CSA EFFICIENCY
CSA Coffee machine, Clothes rails, Sheds?

CSA KPI’s

EVENT ENGAGEMENT
All CSA Committee & Event Lead roles filled at end of 2025/26; no vacancies going forward

VOLUNTEER ENGAGEMENT
Volunteer slots filled at least 2 weeks prior to ‘tier 1’ events

VISITOR EVENT SATISFACTION
75% of visitors rating ‘Tier 1’ events as ‘Excellent’ or ‘Very Good,’ sourcing regular feedback and acting on it.

BEHAVIOURS

Act as Owners of a Business that the School Community WANTS to be part of!
We will operate with **Collaboration, Inclusivity, Openness, Entrepreneurialism, Efficiency and Fun** in all that we do!

Parents Choice Project
Linking projects to events

Let Get Social!

- Welcome Back/New Joiner Drinks
- Reception Playdate
- Coffee Morning
- Upcoming Parent Events
    - Class Makeover: School Edition
    - Regular Friday morning coffee dates at school
    - Dad's Only Event - BBQ or games night
    - Mum's Only Event - Makeup Masterclass
    - Curry & Quiz Night or Bongo Bingo
    - Wreath Making Workshop

Upcoming Events - Fireworks Night

Saturday 8 November - 4.30pm - 7pm

- Tickets have gone sale - we've sold ____ already
- The volunteer signup sheets will go out soon

HELP NEEDED ON THE DAY:

- Set-up & Clean-up
- Bar & Hot drinks stall
- Sweets & Snacks stall
- Glow goodies stall
- Face painting stall

Upcoming Events - Christmas Fair

Thursday 18 December - 3.30pm - 6.30pm

- This year we are trying something new.
- We will have our returning favourites like Santa's Grotto, but new to the fair will be our festive Carols by Candlelight and Christmas Makers Market.

HELP NEEDED ON THE DAY:

- Santa's Grotto
- Christmas Market
- Tombola stalls
- Bar & Hot drinks stall
- Sweets & Snacks stall

Upcoming Events - Save The Date

COLLIS SCHOOL ASSOCIATION

AUTUMN TERM

OCT 17	Fancy Dress Sale: 2.30pm - 3.30pm
OCT 24	'Celebrating Us' Non-Uniform Day
NOV 08	Fireworks Night: 4.30pm - 7.30pm
NOV 14	Pre-Loved Uniform Sale: 2.30pm - 3.30pm
NOV 28	CSA Meeting: 9am - 10am
DEC 03	Wreath Making Event: 7pm - 9pm
DEC 06	Christmas Tree Collection: 9am - 12noon
DEC 05	Non-Uniform Day (Chocolate Tombola)
DEC 12	Non-Uniform Day (Bottle Tombola)
DEC 18	Christmas Fair: 3.30pm - 6.30pm

BIG FAMILY FUN EVENTS
NO ADULTS ALLOWED
BOOK THE BABYSITTER
CSA MEETINGS
AFTER SCHOOL ACTIVITIES

Upcoming Events - Save The Date

COLLIS SCHOOL ASSOCIATION

SPRING TERM

JAN 09	Pre-Loved Uniform Sale: 2.30pm - 3.30pm
JAN 16	CSA Meeting: 9am - 10am
JAN 26	Infant Film Night: 3.15 - 4.30pm
FEB 26	Parent Event (TBC): 7pm - 10pm
FEB 27	Pre-Loved Uniform Sale: 2.30pm - 3.30pm
MAR 16	Junior Disco Y 2 and 3: 3.15pm - 4.30pm
MAR 23	Junior Disco Y 4,5 and 6: 3.15pm - 4:30pm
MAR 26	End of Term Easter Event: 3.15pm - 4.30pm

BIG FAMILY FUN EVENTS
NO ADULTS ALLOWED
BOOK THE BABYSITTER
CSA MEETINGS
AFTER SCHOOL ACTIVITIES

Upcoming Events - Save The Date

COLLIS SCHOOL ASSOCIATION

SUMMER TERM

APR 16	CSA Meeting: 9am - 10am
APR 17	Pre-Loved Uniform Sale: 2.30pm - 3.30pm
APR 24	Parent Event (TBC): 7pm - 10pm
MAY 1	Bounce-a-thon
JUNE 05	Pre-Loved Uniform Sale: 2.30pm - 3.30pm
JUNE 18	Reception & Nursery New Parents - Uniform Sale:, 9am/11am
JUNE 19	Non-Uniform Day (Chocolate Tombola)
JUNE 25	CSA Meeting: 9am - 10am
JUNE 26	Non-Uniform Day (Bottle Tombola)
JULY 04	Summer Fair: 12pm - 4pm

BIG FAMILY FUN EVENTS
NO ADULTS ALLOWED
BOOK THE BABYSITTER
CSA MEETINGS
AFTER SCHOOL ACTIVITIES

Questions, suggestions, any other business?

Q&A with Mr Hogston

THANK YOU!!

Get in touch

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