



Meeting - 16 January 2026

Agenda

- Welcome/Introduction to the CSA
- Minutes of last meeting
- Finances 2025/2026
- Events Review
- Class Makeover Day
- Parent Choice Project
- Social/Parents Events
- Upcoming Events
- AOB & Questions

Welcome/Introduction

Meet the CSA Team



Alicia
Chair
Officer/Committee Role



Anna
Treasurer
Officer/Committee Role



Helen
Secretary
Officer/Committee Role



Julia
Comms & Partnerships
Committee Role

Meet the wider CSA Team

Ongoing Activities



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



Klaudia
Amazon Wishlist
Coordinator

Ongoing Activities



Dora
Class Reps
Coordinator



Lianne
Sports Day
Coordinator



Dora
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.**

'Big Picture Blueprint' 2025/26

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

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

STRENGTHENING SCHOOL FACILITIES
Nursery shading, Sports kits, OPAL
shading/seating, Pool upgrade

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

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!

Summary of 2025/26 so far

1

We have raised more than half of our yearly target - **£29,782**
THANK YOU EVERYONE!

2

We introduced new experiences at our events this year, such as food trucks and a makers market.

3

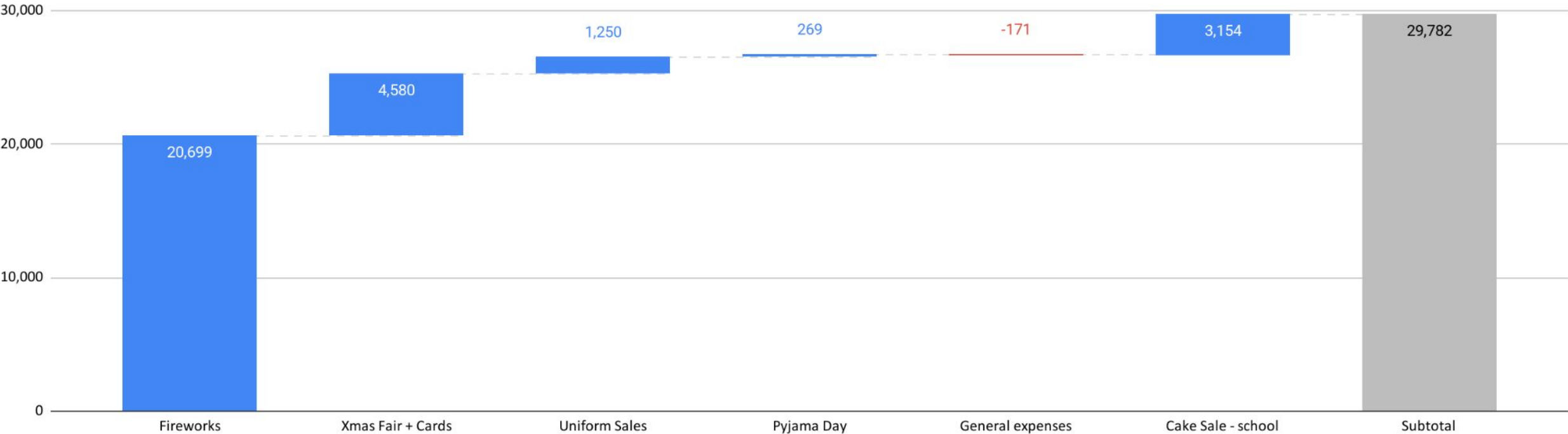
The CSA team has continued to grow — we've now filled **ALL** of all our vacant positions and gained many new event volunteers.

Minutes of last meeting held on 10 October 2025

Finances 2025/26 - Fundraising to date



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



Events Review - Fireworks Night



Events Review - Fireworks Night



Events Review - Fireworks Night

Core Team / Set-Up

- Brilliant team effort led by Liv
- Very well prepared
- Started set up the night before
- We were ready an hour before event

Challenges

- Problems with Temporary Event Notice (TEN)
- Scaffolding

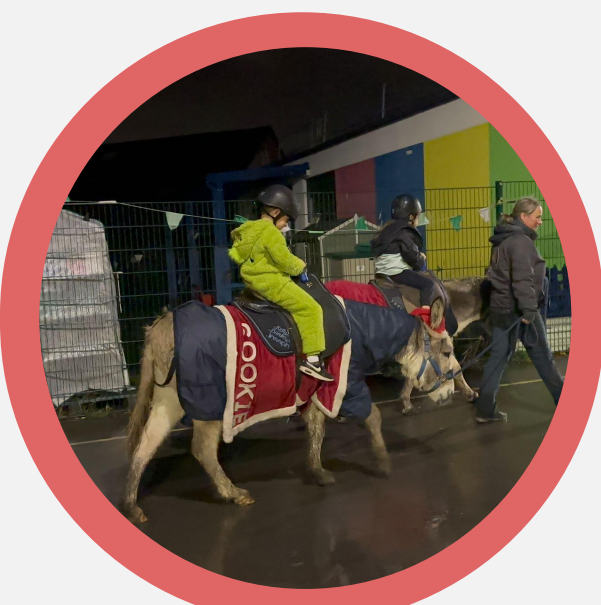
New features / Wins

- New food offerings
- High sales
- Use of MUGA for glow goodies (nothing in second courtyard area), only one bar and hot drinks indoors
- Good feedback

Outcome

- Event raised over £20,000 for the school

Events Review - Christmas Fair



Events Review - Christmas Fair



Events Review - Christmas Fair

Core Team / Set Up

- Flexible and quick thinking
- Well prepared
- Volunteers

Challenges

- Weather
- Space
- Set up
- Timing of event
- CATS
- Dropped features
- Hot chocolate machine did not work
- Poor Wifi

New features / Learnings

- Makers Market
- Donkey Rides
- Snacks
- Returning favourites

Amazon Wish List/Celebrating Us Day



97 books were donated to the infant library and £269 raised, the initiative was a huge success.

Xmas4schools Project - Raised £919



Our Xmas4Schools artwork project raised an incredible £919 for the school.
This was thanks to the children's wonderful artwork and the support of our families and friends.

Wreath Making, Christmas Trees & Christmas Puds

- Raised £300



Cake Sales - Raised **£3k** so far

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 - raised £2k so far



The Year Ahead 2025/26

Class Makeover Day

Proposed date - Saturday 25 April

- Social event for parents only
- Will include food and refreshments
- Main refurbishments to older building
- Will include new furniture

HELP NEEDED:

- Be part of the planning committee
- Volunteer on the day

Parent Choice Project update



- Parents can share suggestions for how CSA funds should be spent.
- Together with the school, we'll narrow it down to the top three ideas.
- Parents vote, and the winning idea becomes a funding priority for the next calendar year.

Social Events update

Events to date

- New Joiner Drinks/Coffee Morning
- Reception Playdate (Nursery Playdate will also be offered next year)
- Wreath Making Workshop

Forthcoming events

- Class Makeover: School Edition
- Friday morning coffee dates at school
- One other social event this year



Upcoming Events

Infant Film Night

Monday 26 January

- Tickets on sale - we've sold almost half
- Volunteers needed for set-up and clean-up

Junior Discos

Year 2-3: Monday 16 March

Year 4-6: Monday 23 March

- Volunteers needed for set-up and clean-up
- There have been some comments from parents that these events clash with clubs



Upcoming Events - End of Term Easter Event



Friday 27 March - 1.15pm - 2.30pm

- Brit Darby is our new Easter Event Coordinator
- The first planning meeting is next week, if anyone would like to join please find me afterwards.
- Any ideas welcome

HELP NEEDED:

- Be part of the planning committee
- Volunteer on the day

Upcoming Events - Summer Fair

Collis Has Talent - Music Festival

Saturday 4 July - 12.00pm - 5.00pm

- Emma is already planning some very exciting things
- We will have performances from Year 3-6 children
- We will run lunchtime clubs starting from around the 4th of May to help children practice
- Auditions will be held w/c 22 June to select 1 act per class
- Outside performers will also be involved
- We are looking into a kids performer to kick off the day targeted at our younger children
- We will have food trucks and stalls

HELP NEEDED:

- Be part of the planning committee
- Volunteer on the day
- Contact csa.summerfest@gmail.com

Bouncy Castle Update

- The CSA purchased two bouncy castles in early 2025
- Ownership of bouncy castles puts considerable additional responsibilities on the CSA
- We are currently considering the best way forward with the help of a solicitor parent
- One option under consideration is selling the castles to another party and hiring them back for CSA events
- We will provide a further update at the next meeting.



Upcoming Events - Save The Date

SPRING TERM

JAN 26	Infant Film Night: 3.15 - 4.20pm
FEB 27	Pre-Loved Uniform Sale: 2.30pm - 3.30pm

MAR 16	Junior Disco Year 2 & 3: 3.15pm - 4.30pm
MAR 23	Junior Disco Year 4,5 & 6: 3.20pm - 4:30pm
MAR 27	End of Term Easter Event: 1.15pm - 2.30pm

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

Upcoming Events - Save The Date

SUMMER TERM

APR 16	CSA Meeting: 9am - 10am	JUNE 18	Reception & Nursery New Parents - Uniform Sale: 9am/11am
APR 17	Pre-Loved Uniform Sale: 2.30pm - 3.30pm	JUNE 19	Non-Uniform Day (Tombola TBC)
APR 25	Classroom Makeover (TBC): 10am - 3pm	JUNE 25	CSA Meeting: 9am - 10am
MAY 15	Bounce-a-thon	JUNE 26	Non-Uniform Day (Tombola TBC)
JUNE 05	Pre-Loved Uniform Sale: 2.30pm - 3.30pm	JULY 04	Summer Fair: 12pm - 5pm

BIG FAMILY FUN EVENTS

NO ADULTS ALLOWED

BOOK THE BABYSITTER

CSA MEETINGS

AFTER SCHOOL ACTIVITIES

**Questions, suggestions, any
other business?**

THANK YOU!!

Get in touch

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Helen Swainger, Secretary

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Julia Lowbridge, Comms and Partnerships

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