



HASLEMERE TOWN COUNCIL

Grant Application Form

CONTACT DETAILS

Name of Organisation	Friends of Grayswood School
Contact Name	Stella Baynes
Position in Organisation	Parent volunteer
Address	
Telephone	
Email	

PROJECT DETAILS

Name of Project	Grayswood School Performing Arts
What aspect of the project will grant money be used for. Please be as specific as possible.	Please see attached outline 2021 for detail. We seek to improve access to performing arts for pupils across the
What benefits for the Haslemere community do you expect will result from the project?	Children will have improved school mental healthy skills + experiences
Scheduled project start and finish date	2021

FUNDING DETAILS

Total estimated cost of the project	£ 3360
Amount of grant requested from the Town Council	£ 1000
Have you or will you be applying to other bodies for financial assistance? If yes please state: To whom applied Amount(s) applied for Amount(s) received	<input checked="" type="radio"/> Yes / No Secured: £500 in kind Music Works £500 parent donation applied for: £1360 Haslemere Penny Ha'penny Trust
Have you received a grant from the Town Council before? If so for how much and for what purpose?	No.
What fundraising activities will your organisation be doing to fund this project?	See above - we have had parent donation and local business support.

ORGANISATION DETAILS

Is your organisation a Registered charity or trust? (If yes please provide Registration Number)	<input checked="" type="radio"/> Yes / <input type="radio"/> No Registration Number: 118 2 3 8 3
Is it affiliated to a National Body? If yes please specify.	<input checked="" type="radio"/> Yes / <input type="radio"/> No Parentkind
What are the aims and objectives of the organisation?	We are the 'friends of' association (PTA): developing effective relationships in school community + fundraising for enhancement of pupils education.
What is the geographical area covered by your organisation?	Pupils attend from Haslemere, Grayswood, Witley, Haslemere + areas.
Bank account to which payment should be made This must be in the name of your organisation. Payments cannot be made to individuals.	Account Name: ...

VALIDITY CHECKLIST

For your project to be considered you must be able to confirm the following statements:

Criteria	Tick to confirm
The project is of benefit to residents of the Council's electoral area	✓
You hold a bank account in the name of the organisation applying, not an individual	✓
This application is accompanied by either the latest audited financial report or, where this does not exist, a forecast budget of income and expenditure relating to the grant application.	✓
You consent to acknowledge HTC's contribution in your marketing / promotional material	✓
The grant is not for a project already completed	✓
The grant is not to contribute to a surplus for charitable distribution or to increase your organisation's reserves	✓

DECLARATION

In submitting this application on behalf of the stated organisation I certify that all statements made or enclosed to be true. This application and all supporting information may be made publically available	Signed:
	Print name: STELLA BAYNES
Date 18/12/2020	Capacity in which signed: Parent volunteer, Trustee of the charity

Plan for enhancement of Grayswood School's performing arts experience (children aged 4 – 11)

Friends of Grayswood School (FROGS)



After a hugely stressful and anxious year for everyone, the school PTA is committed to helping lift morale by providing exciting and stimulating new experiences for Grayswood School children in 2021. The importance of focusing on children's positive mental health post COVID-19 is widely acknowledged by both parents and staff, and we would very much like to contribute our bit to the recovery curriculum by exposing children across the whole school to the expressive arts.

The Arts, and in particular music, have long been associated with improving children's wellbeing. Engagement raises self-esteem and self-confidence as well as providing physical relaxation and a meditative space, and children are able to express themselves, forget everyday worries, and to have fun whilst connecting with others through sound and movement.

Grayswood School has only been a full primary school for 4 years, prior to which it was a tiny infant school for over 100 years. Two years ago the school started gradually to offer a wider variety of group and individual instrumental lessons which have been enthusiastically received – and very recently, with the generous support of local business Music Works, they have turned what was a cloakroom into a practice room for children to use for lessons.

2020 was largely a wipe out for obvious reasons, but in 2021 we have plans to increase children's exposure to music, and we are seeking financial support from a number of sources to make this exciting and special.

School Hall: We would like to provide a new school hall sound system and speakers to help create a better performance space for children. The hall has a very high roof and no carpet therefore it's very difficult for children to be heard when on stage without a microphone. Until now they have been using one microphone attached to a single portable speaker which is clumsy and still difficult to hear at the back of the hall. The addition of a proper sound system will hugely help with after school dance clubs (such as street dance and ballet), assemblies, class performances, and music concerts. We have received funding via a generous donation by a parent for a laptop to play audio/video through – now we need the sound system to run it through.

Classroom music: In the classroom we wish to enhance the very basic range of percussion instruments available for children to use. There are a few aging instruments, but with the school's recent expansion, the quantity of instruments is now insufficient for the size of the school (and the ones they have are very old now)

and it would be so exciting to be able to give them some world music instruments too.

Finally - and after this awful year – it would be wonderful to be able to launch what would be an exciting expansion of the performing arts with a drumming performance and a follow up workshop delivered by local professional drummers.

Please consider helping us to give Grayswood children an amazing 2021 - and beyond, by sponsoring some of our plans!

Thank you.

Budget

Item	Cost	Funding sought	Funding secured
Conversion of cloakroom into a practice room for group lessons	£500		Local business MusicWorks
Laptop for hall to play audio and video through	£500		Individual parent donation
Hall sound system and speakers	£1360	Haslemere Penny Halfpenny Trust	
Purchase of 2 sets of new percussion instruments (including world music)	£400	Haslemere Town Council	
School assembly drumming performance followed by workshop for 30 pupils	£600	Haslemere Town Council	
Total cost of performing arts project	£3360		
Already secured			£1000
In progress		£2360	

Friends of Grayswood School (FROGS) Annual Report 2019-2020

Friends of Grayswood School (FROGS) is an unincorporated association and charity formed of parents, teachers, friends and relations of children at Grayswood School.

This is the Annual Report for the financial year April 2019 – March 2020.

FROGS' Purpose

FROGS' charitable purposes are to help advance the education of pupils in the school in particular by:

- Developing effective relationships between the staff, parents and others associated with the school, and
- Engaging in activities or providing facilities or equipment which support the school and advance the education of the pupils

We achieve the above through a mixture of fund-raising and friend-raising activities and events that take place throughout the academic year.

How FROGS is governed

FROGS is governed by a constitution adopted at the 3rd May 2018 AGM (copy available on request). On 8th March 2019 FROGS was formally accepted as a charity by the charity commission, with five named Trustees (see below). Our membership comprises friends and relations of children at the school including staff, who automatically becoming 'FROGS' when they join the school. There is no membership fee.

The 2019 – 2020 committee consisted of the following people, who were voted in at the May 2019 AGM or co-opted during the year. Charity trustees are marked with a star *

Stella Baynes* (Secretary)

Anna Wood* (Treasurer until March 2020)

Claire Brophy (Treasurer since March 2020)

Hannah Jack* (Non Event Fundraising Lead)

Laureen Mason* (Friend-raising Lead)

Rose Callaghan* (Event fundraising Lead)

Paula Burton (co-opted member til May 2019)

Nickie McQuillan (Co-opted member til July 2019)

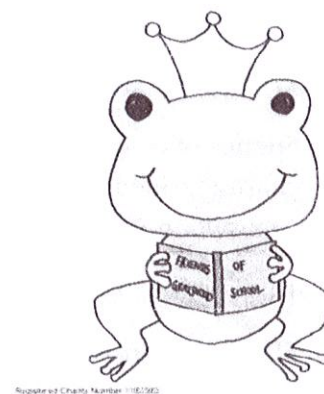
Amanda Harling (Co-opted member since Nov 2019)



There is no overall Chair of the charity, instead the role is split between the 5 Trustees.

How charity decisions are made

Charity decisions are made during monthly committee meetings and by a majority vote. In terms of how money is spent the Grayswood School senior staff team produce a 'Wish List' of items (updated termly or thereabouts) compiled with the help of class staff, which the trustees 'buy' from. In addition there is a 'Big Ticket' item we save towards over time eg: playground equipment or building works. Monies raised by individual classes as part of 'Take up the Challenge' are spent on wish list items chosen by the class reps for that class.



Charity activity 2019-20

In the year April 2019 – March 2020 the charity continued to offer events and activities popular in previous years including 'Frozen Fridays' (ice cream sales), class cake sales, preloved uniform sales, Easyfundraising, takeaway curry nights, events for the adults like Quiz Night, Band Night, and the Great Grayswood Health Challenge, and traditional Summer and Christmas Fairs.

Each class was invited to 'Take up the Challenge' by organising an individual class-led fundraiser, with diverse activities including raffles, a woodland Family Sunday Walk, and Christmas cards sales. Year 6 – usually discounted from Take Up The Challenge due to focusing on SATS - volunteered to lead on delivering the Christmas Fair as a class which was very successful and removed a lot of pressure from the committee.

In terms of new activity this year, and as a direct result of us having registered as a charity the year before, we were successful in gaining match funding of £1206 for maths resources from the Haslemere Penny Ha'penny Trust, and also put in place procedures to begin to claiming gift aid against private donations from parents.

Unfortunately, due to the COVID-19 crisis, several events scheduled for the final two months of the financial year were unable to take place, including one of the class challenges, two cake sales and a Ceilidh (due to take place 29th Feb). We estimate a loss in income in the last part of the financial year of around £1000 - £1500 as a result of this.

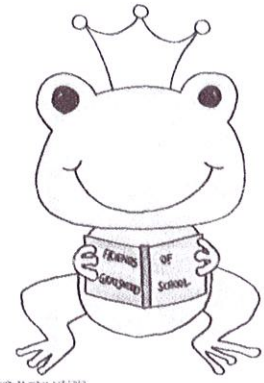
In terms of friend-raising (activities where the primary focus is not to raise money for school but to address FROGS' other charitable purpose to 'develop effective relationships between the staff, parents and others associated with the school') we partnered the school in delivering a number of 'Ground Days' – Saturday mornings each term where families come in to school to help with general gardening, maintenance, painting and cleaning. As in previous years we gave new starter gifts to all reception children and to Year 3 (to recognise and welcome the number of new starters there), gifted 'Tea & Tissues' pack for new parents on their first days in the school playground, facilitated gifts for Mothering Sunday and Father's Day, and provided refreshments for open mornings, new starter evenings, and the Christmas performances.

Moving forward

With the continued COVID-19 situation the next few months are largely unknown to us all at this stage. We anticipate a loss of income of approximately £3 - £3.5k in the first quarter of 2020-21 alone (April – July) with the cancellation of the Summer Fair, Frozen Fridays, class Take Up The

Challenges and postponement of the Ladies Fashion Show. This, coupled with the loss of £1000 - £1500 already incurred during the last quarter of 2018 – 19, is a great concern to us and will impact the support the charity is able to give to school next academic year if alternative sources cannot be found.

We will try to mitigate this with additional small grant applications where possible, and seek to capitalise on individual parent donations through the gift aid scheme (at no extra cost to parents). Also, increasing the number of families taking part in the FROGS Lotto would be an easy and effective way of increasing support for the school – currently we have just 18 families taking part, totalling 7% of the year’s income. If half the school (say 100 families) bought ONE ticket @ £2.50 each month for a year that would result in £2,400 net income - the same as a Summer or Christmas Fair without any of the volunteer hours, time or work commitmentand entirely socially distanced! To sign up now visit:



<https://www.grayswoodschool.co.uk/our-pta-frogs/>

FROGS Finance Report 2019 - 2020

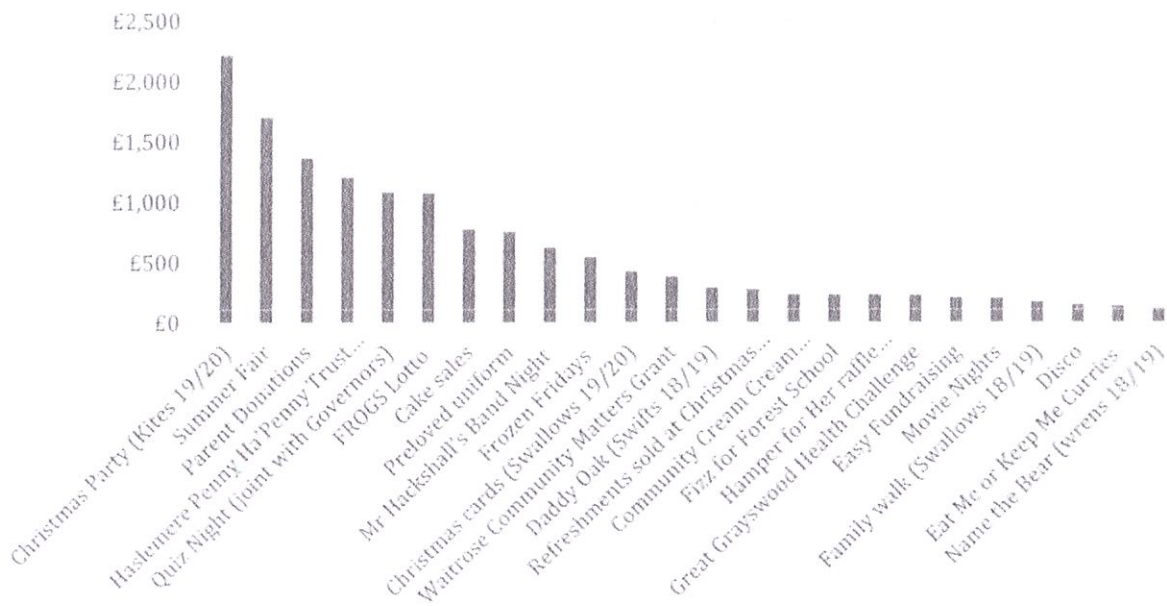
Opening balance:	£9,129.42
Gross Income:	£20,243.36
Gross Expenditure:	(£23,420.51)
Actual Income*:	£18,382.09
Actual Expenditure*:	(£21,559.24)
Closing balance:	£5,952.27

*These totals discount the movement of money eg: cash floats in and out, refundable deposits, and advances to school paid back through cake sales. For details on monthly ins/outs, see Table B.

How the money was raised

The following table shows our 2018 – 2019 net income by activity. By net income we mean after the costs associated with that activity have been deducted - for example, the cost of buying drinks or food that are then sold at an event:

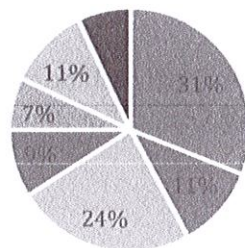
Income by activity (net)



- As would be expected, the Christmas (party) and Summer Fairs remain our biggest income generating activities, together bringing in almost £4,000, consistent with previous years.
- Interestingly, however, only 4 out of top 10 earners were big events like these. We have had particular success with our new fundraising activities this year – namely applying for small grants, and actively seeking individual parent donations.
- See Table A for further breakdowns of monies raised.

In the following chart, the year's income is broken down into categories:

Breakdown of net income by type



- Events
- Grants
- Class-led take up the challenge
- Parent donations
- Non events: curries, uniform, easyfundraising
- Refreshments: xmas performances, Frozen Fridays, & cake sales
- Frogs Lotto

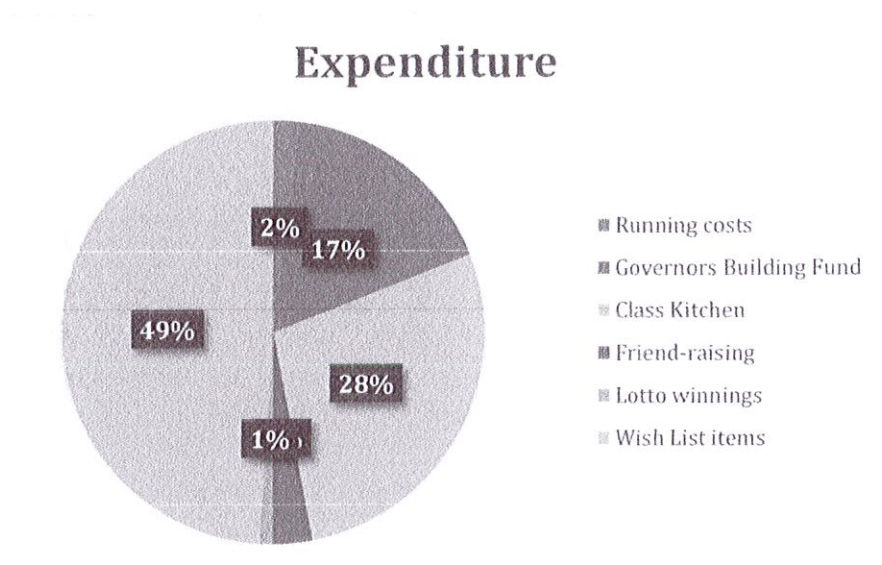
- As might be expected – events bring in the most income with almost a third of all income attributed to these. In fact, it should be noted that this was an unusual year for events in that a class (Kites) offered to lead the Christmas Fair (making it into a Christmas party) and so the ‘events’ part of the pie chart does not include it here – if this income had gone into events instead of class challenges then events would have accounted for 46% of all income - reducing class challenges to 9%).



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How the money was spent

The following chart shows how the money we raised was spent:



- £7,628 was spent on items from the school wish lists: including outdoors toys, online resources subscriptions, a complete maths resources overhaul, rug cleaning, books, flipchart easels, beanbags, pens and felts, flashcards, art materials, laptop maintenance, storage tubs, cookery, and forest school equipment.
- The ‘big ticket’ item this year (and some of the year before) was paying for a new kitchen to be installed in the Key Stage 2 building, big enough for half a class at a time to use: a sum of £4,351.
- Additionally, we gave the School Governors £1,500 to kick-start their building works campaign (new security fence and replacement of windows), which was further boosted with £1,085 from the jointly hosted Quiz Night in Nov.
- Friend-raising costs include things like gifts for new starters in Sept (Wrens and Year 3), Grounds Days refreshments, and the Year 6 Leavers Book.
- Running costs are costs which contribute to the running of the PTA - rather than directly helping to generate revenue, for example Parentkind (formally PTA UK) membership, insurances and licences (eg: movies licence and small lotteries licence) stationery and storage, and our Sum Up card reader(which cost £99).

FROGS Finance Report 2019 – 2020

Table A.

Net income amounts (activities resulting in over £100 profit)



Registered Charity Number: 11822983

Christmas Party (Kites 19/20)	£2,220
Summer Fair	£1,702
Parent Donations	£1365
Haslemere Penny Ha'Penny Trust match fund grant	£1,206
Quiz Night (joint with Governors)	£1,085
FROGS Lotto	£1,078
Cake sales	£778
Preloved uniform	£758
Mr Hackshall's Band Night	£625
Frozen Fridays	£545
Christmas cards (Swallows 19/20)	£428
Waitrose Community Matters Grant	£384
Daddy Oak (Swifts 18/19)	£292
Refreshments sold at Christmas events	£278
Community Cream Tea (with Citizenship Club)	£238
Fizz for Forest School	£235
Hamper for Her raffle (Woodpeckers 19/20)	£234
Great Grayswood Health Challenge	£227
Easy Fundraising	£209
Movie Nights	£203
Family walk (Swallows 18/19)	£176
Disco	£153
Eat Me or Keep Me Curries	£139
Name the Bear (wrens 18/19)	£118

