



ROCHESTER MATH SCHOOL ASSOCIATION

MEETING

8th September 2025 (Term 1)

MINUTES

Present: Joanna Killick, Cathy Younger, Jane Marsh, Janine Johnson, Mr Hodges, Adam Richardson (RMSA staff link), Andy Snow, Lisa Renwick, Susan Cooper, Bridget Ogwezi, [Rachel Donoghue](#), Laura Fletcher, Charlotte Baillie, Paula Obi, Lauren Thompson, Odell Baker, Kate Rawlings, Rachel Bailey, Dele Anthony, Marie Boniface, Rhiannon Lewis, Preeti Bhatia, Bud Hemachanora, Amarachi Iloh, Roman Hewitt, Matthew Angel, Adebambo Lawal-Solarin, Jenny Weber.

Date of next meeting: Monday November 2nd, 2025. 7pm in E1, English Block

1. Minutes of the Last Meeting, Matters Arising & Update on Actions

Please see the minutes for our last meeting: The minutes of the last meeting were accepted as a true record of the meeting and adopted.

Actions:

- Reminders to sign up for Give as you live and the School Lottery.
- The RMSA video project; Susan (Sue) Cooper has agreed to help Bridget get this finalised before the end of the year.
- Colour hampers: Lisa Renwick shared the idea of colour hampers, to increase the donations given for tombolas at events. The idea was accepted and Mr Hodges suggested that we utilise the school House system (with points awarded) to facilitate this. Students in each house will be asked to bring in items in their house colours. Volunteers will then need to fill and decorate hampers in the respective colours.
- It was suggested that the students be included in the Founders Day by organising a Bake off - and the cakes sold during the event. Roman and Matthew asked that House Cooking be used for the Bake off and that it moved closer to Founders Day so the cakes can be sold.
- Cathy requested that a message be sent to parents to send in used revision guides.

2. Update on Chair

Please see the 2025 AGM Annual Report, written in lieu of the Chair's report.

3. Treasurer's report

TERM 6: 2nd June 2025 – 31st August 2025

Account Balance to 31st August 2025	£26,773.81
Less Liabilities	<u>£1,677.00</u>
Available Balance	<u>£25,096.81</u>
Float held in Cash Tin	£100.00
Float held in Lost Property Safe	£10.00
Term 6 Income	£6,923.40
Term 6 Expenses	£4,205.25

INCOME		
03.06.25	Clients Deposit – Your School Lottery, May	313.20
06.06.25	RMSA Cash Payments – Yr 6 New Entrants Evening 05.06.25	206.92
06.06.25	SumUp Card Payments – Yr 6 New Entrants Evening 05.06.25	942.16
19.06.25	SumUp Card Payments – Yrs 8&9 Prize Giving 18.06.25	44.62
19.06.25	RMSA Cash Payments – Yrs 8&9 Prize Giving 18.06.25	43.40
20.06.25	Elemental Concept – Uniformd 2 nd Hand Uniform, May	103.84
23.06.25	SumUp Card Payments – Donation	1.96
25.06.25	SumUp Card Payments – Summer Concert 24.06.25	105.30
25.06.25	RMSA Cash Payments – Summer Concert 24.06.25	50.00
07.07.25	SumUp Card Payments – Foundation Day 05.07.25	906.04
07.07.25	J Marsh – Donation	20.00
07.07.25	RMSA Cash Payments & Float – Foundation Day 05.07.25	3140.59
08.07.25	Clients Deposit – Your School Lottery, June	406.80
08.07.25	Giveasyoulive Ltd – Give As You Live	35.11
11.07.25	Scoff & Sip (Kent) – Ice Cream Van, Foundation Day 05.07.25	178.75
16.07.25	SumUp Card Payments – Senior Prize Giving 15.07.25	6.39
16.07.25	RMSA Cash Payments – Senior Prize Giving 15.07.25	48.90

INCOME		
18.07.25	SumUp Card Payment – Donation	0.98
18.07.25	Elemental Concept – Uniformd 2 nd Hand Uniform – June	6.36
05.08.25	Clients Deposit – Your School Lottery – July	278.00
18.08.25	Elemental Concept – Uniformd 2 nd Hand Uniform – July	84.08
Total Income		£6923.40

EXPENSES		
10.06.25	C Younger – Reimbursement for TEN Application, Foundation Day 05.07.25	21.00
15.06.25	LAT SJWMS – Funding Donation – 2 x Microscopes (Biology)	408.22
15.06.25	LAT SJWMS – Funding Donation – 20 x House Vests (PE)	500.00
15.06.25	LAT SJWMS – Funding Donation – 1 x Outdoor Clock with RMSA Logo	585.00
20.06.25	C Younger – Reimbursement for Milk & Ice, Yrs 8&9 Prize Giving 18.06.25	9.35
23.06.25	J Marsh – Reimbursement for Raffle Tickets & Sticky Tape, Foundation Day	26.87
25.06.25	C Younger – Reimbursement for Milk & Cans, Summer Concert 24.06.25	16.05
26.06.25	C Younger – Reimbursement for Soft Drinks cans (Asda)	98.84
27.06.25	C Younger – Reimbursement for Charcoal (Asda), Foundation Day 05.07.25	30.00
30.06.25	C Younger – Reimbursement for Cans (Morrisons)	24.00
30.06.25	C Younger – Reimbursement for cans (Aldi)	47.94
02.07.25	C Younger – Reimbursement for Cans (Asda)	49.73
02.07.25	J Marsh – Reimbursement for BBQ (Amazon)	29.99
02.07.25	Booker – Stock	485.76
03.07.25	RMSA – Cash Floats for Foundation Day	1050.00
07.07.25	J Harding – Reimbursement for Ice (Booker)	38.94
07.07.25	Asda – Veggie Burgers & Sausages, Foundation Day 05.07.25	14.20
07.07.25	Booker – Foundation Day (Part Payment)	248.78
07.07.25	Morrisons – Onions, oil, Veggie Sausages, Foundation Day 05.07.25	14.38
09.07.25	Booker – Stock, Foundation Day	500.00
16.07.25	Morrisons – Milk, Senior Prize Giving 15.07.25	1.20

EXPENSES	
	Total Expenses £4,205.25

GROSS TAKINGS – Term 5

Refreshments – Yr 6 New Entrants Evening	£206.30
Refreshments – Junior Prize Giving, Yrs 8 & 9	£88.02
Refreshments – Summer Concert	£155.30
Refreshments – Senior Prize Giving	£55.29
Foundation Day	£3012.24
2 nd Hand Uniform and Revision Book Sales	£1137.06
Your School Lottery	£998.00

FUNDING REQUESTS

Fulfilled Funding Requests: Microscopes x 2
 (Biology)

Outdoor Clock (Whole School)
 House Vests (PE)

Withdrawn Funding Requests: None.

LIABILITIES

DATE REQUESTED	DEPARTMENT	ITEM REQUESTED	AGREED COST
04.11.24	PE	VEO Cam	1,099.00
03.03.25	Whole School	Outdoor Clock Installation	578.00
Total Liabilities			£1,677.00

Cathy Younger
 RMSA Treasurer

August 2025

4. Request for funds

What is it you are applying for?	Funding for sustainability group- to purchase bins to improve recycling at school
How much does it cost?	40 x Ikea bins- £70 10 x black bins (amazon) 145.90 (14.59 each) 10 x blue bins (amazon) 164.90 (16.49 each) 10 x pink bins (amazon) £164.90 (16.49 each) Total £545.70 + postage and packaging
How does it enhance the educational experience for the pupils above what the school offers in the curriculum?	Make recycling simpler in the school
Can it be purchased via the Giving Machine ?	No
Will this funding help develop extra- curricular provision?	Yes
Will it benefit pupils outside the classroom or beyond the subject?	Yes
Your Name	Amy Wallace
Which subject or activity	Sustainability group
Date	1/9/25
RMSA response	Approved

What is it you are applying for?	Commercial dishwasher for the Chemistry prep room
How much does it cost?	https://adexa.co.uk/Dishwashers-Glasswashers-18/Undercounter-Dishwashers-51/Commercial-Dishwasher-Premium-500mm-basket-20-baskets-hour-Break-tank-Drain-Pump-Detergent-dosing-pump-Adexa-ADX50B https://adexa.co.uk/Dishwashers-Glasswashers-18/Dishwasher-Racks-62/Cups-Glass-rack-500x500x100mm-Adexa-DBB50 Dishwasher £1246 excluding VAT 2 x racking £19.80 excluding VAT Free shipping 3-5 working days or £9.59 next day delivery
How will this enhance the educational experience for	The proposed dishwasher's 3-minute cycle time is a significant improvement over the current 1.5-hour cycle, addressing a key

pupils above what is offered in the curriculum?	bottleneck in the practical chemistry curriculum. This will lead to several benefits for students and lab technicians. The main benefit is the rapid turnaround of equipment, meaning a greater volume of equipment is available for student use throughout the day. We pride ourselves on offering a 1st class, practical rich Chemistry programme and with growing numbers of students in all key stages, the dishwasher will help us to continue offering this. It will also allow our technicians to quickly get back to other important tasks like preparing chemicals, setting up practicals and supporting members of staff with practical set up/delivery.
Will this funding help to develop extra-curricular provision for students - and if so, how?	Yes, this funding will directly help develop extracurricular provision for students by providing more opportunities for hands-on, student-led activities outside of regular class time. The ability to clean equipment quickly and efficiently removes a major logistical barrier that often limits after-school clubs and science projects.
Will this benefit pupils outside of the classroom, or beyond the scope of the subject curriculum - and if so, how?	The benefits of this funding will extend far beyond the chemistry curriculum and the classroom itself. The skills and habits developed through a rich, practical-based science education are highly transferable and crucial for success in a wide range of subjects, careers, and life situations. In a practical science setting, students learn to design experiments, identify variables, troubleshoot when something goes wrong, and analyse data to draw conclusions. These are not just scientific skills; they are the core components of real-world problem-solving.
Your name:	Kira Lawrenson
The associated subject or activity:	Chemistry
Date of submission:	05/09/25
RMSA response	Approved in principle: Subject to finding out the installation and after-care support and costs.

5. SumUp/Wifi connection

[Cathy Younger](#) pointed out the problems we had been having with the Sumup machines not connecting to the school wifi, making it difficult, and in some cases impossible, to take card payments at events. Mr Hodges agreed to look into it.

6. Forthcoming events

Year 6 Open Evening: October 16th

7. Christmas Fair

Scheduled for November 15th: Cathy and Jane asked if we should increase the price charged per table (£15) The consensus was that the price should remain the same, and aim to have 24/25 tables.

Dele offered to help with organisation.

Immediate actions: Design and print leaflets, order the food truck. Based on last year's event, Cathy remarked that we should charge a percentage of the truck's takings, as opposed to a fixed fee.

8. Lost Property Update

No major updates. There are currently 4 volunteers and they are doing well. The Sustainability group is making a big difference by picking up lost items and sending them in. There is still the ongoing challenge of getting named items returned to their owners. Cathy and her team make every effort to inform the owners. Parents suggested taking the actual items to their classrooms. Roman will work with Cathy to see if this can be actioned.

9. Update from 6th Form

No updates from the students. Jane requested that the walkie talkies be charged and ready before all the big events.

10. Updates from Teacher Liaison (Adam Richardson)

NA

11. Updates from OW's.

NA

12. Any Other Business

NA

13. Actions

Ref.	Date	Agenda Item	Activity	Owner
T6.6	<i>On-going</i>	Give as you Live	Staff link to promote with staff & will send information from RMSA across to staff and 6 th form reps.	Adam Richardson
T2.9	<i>On-going</i>	AOB	Reminder and information to members about the Parentkind website. Anyone can join Parentkind, committee members have to be approved by RMSA officers.	All

			Also about the Facebook page – PTA hangout. Worth joining for ideas and information.	
T6.1	<i>ongoing</i>	AOB	All to promote School Lottery, Give as you Live	All
T6.2	Ongoing	Promotion	Regular reminders in emails and Facebook about Give As You Live and School Lottery	Bridget
T1.1	RMSA Video	Promotion	Work with Sue Cooper to finalise by end of the year.	Bridget
T1.2	Christmas Fayre	Events	Communicate with the school regarding the colour hampers	Lisa Renwick
T1.3	Ongoing		Email parents to send in used revision guides	Charlotte
T1.4	01/10/2025	Funding request	Find out the cost for installation and after care of the dishwasher requested by the Chemistry department	The Principal and Adam
T1.5	ASAP	Events	Resolve the wifi connection issue with the SumUp machines	The Principal and Adam