



Madley Brook
Parent Teacher Association (PTA)

Welcome to your PTA

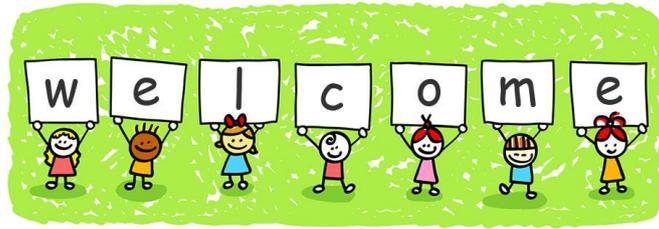


"Fundraising to enhance the school facilities and the educational experience of our pupils"

Charity Registration Number: 1166749

January 2017

Introduction



This booklet has been compiled by our Parent Teacher Association (“PTA”) especially for the parents of our school community. This booklet aims to provide you with information about our PTA which forms a major part of school life.

If you have any questions that remain unanswered, please contact one of the PTA committee members, PTA volunteers or your class teacher.

Why do we have a PTA?

We are fortunate at our school to have a PTA that is, and has always been, an integral part of the school community. The PTA has raised thousands of pounds over the years, which has been spent on equipment and resources to enhance our children’s educational experience and the school’s facilities. We have also recently become a registered charity.

Our PTA is about much more than simply fundraising. The PTA exists to provide closer links between home and school and it is an excellent way to bring staff, parents and friends together socially in support of the school, working towards a common goal. It is fun too - just ask any of the committee members or PTA volunteers/helpers. Obviously, as in any organisation, we have experienced some challenges but with the continued support of parents and staff, our PTA has always succeeded in its efforts.

All parents and members of the school community are encouraged to get involved, even if they only have a small amount of time available. All families are automatically members of the Madley Brook PTA when their child joins our school.

The PTA is extremely conscious of the ethos and diversity of our school, and we try very hard when organising and planning events to respect this.

Role of the PTA Committee

The PTA Committee & volunteers meet on a regular basis usually once or twice per term, with smaller working groups meeting as necessary when we are planning larger events. All meetings are advertised in our parent mails and on our PTA facebook page, [everyone is welcome! If you would like to join the Facebook group please do drop us an email at \[madleybrookpta@hotmail.com\]\(mailto:madleybrookpta@hotmail.com\)](#).



Annual General Meeting (AGM)

Our Annual General Meeting is held at the beginning of the academic year and provides an opportunity for all parents to come along and hear, in more detail, about the work of the PTA, the events we have run, the funds we have raised and how the money has been spent. It is also the occasion when we elect our new PTA committee members.

Other supporters

We also have a growing list of PTA volunteers who commit some of their time to helping the PTA committee. Every little helps, so just one hour assisting at an event would be invaluable.

A list of current PTA committee members is available on the PTA section of the school website and updated annually after the AGM. If you are interested in joining the PTA committee or becoming a PTA volunteer please see the *"How you can get involved"* section below.



How we raise money

Like most PTAs, the majority of our funds are raised through the events that we run. Some of our most popular events are: Children only and Family Discos, Film Nights, Quiz Night, Easter Eggstravaganza, Christmas Fayre and Summer Fete.

It is great to see the children having fun at the events or enjoying using a piece of new equipment that the PTA has raised the funds for.

We raise money in other ways too. Donations from parents are extremely important. You can donate time, money, items for sale and raffle prizes or offers of services and skills.

How we spend the money we raise

Following a fundraising event the money is banked straight away. We then decide how the money should be spent at our PTA Committee meetings.

At most meetings the PTA are presented with 'wish lists'. The wish lists have been put together by teachers and are items (i.e. new toy cars for nursery) that the teacher has identified which will be of great benefit to the children within their own class. The PTA then consider which items from the wish lists can be approved/bought.

The PTA funds are spent on the 'extras' that are not provided by the school's budget, thus making our children's learning experiences so much more fulfilling and exciting.

We always endeavour to spend our funds in ways that will benefit all our children across all areas of the school and curriculum. The money we raise is usually spent fairly quickly. That way you can be sure that in supporting our school your child/ren will feel the benefit, along with everybody else.

How we get information to you

PTA event information and letters are sent home via book bags and mentioned in the weekly newsletters via parent mail and include requests for assistance when we are planning large events. Newsletters are also sent home providing general information and updates and news of forthcoming events. They are also an opportunity to let you know how much we've raised at recent events and what we have agreed to spend the money on.

The PTA have a "Friends of Madley Brook CP School" facebook page which all parents are welcome to become members of, so please drop an email to madleybrookpta@hotmail.com or ask to join the group via facebook.



How you can get involved

There are lots of ways you can help and support your child through the PTA.

Offering to help before events or at other times during the year is so valuable. It doesn't matter if you can't help on a regular basis, or even if you can not come into school. There are always jobs that can be done from home if you have half an hour to spare e.g. wrapping gifts, preparing raffle tickets etc. We really couldn't achieve what we do without the 'behind the scenes' help that we receive. Donations of tombola prizes and cakes for stalls are really appreciated too.

If you would like to be more involved and are interested in joining the PTA committee or becoming a PTA volunteer please do not hesitate to talk to a current member of the PTA committee. Or you can simply support the AGM and give us your ideas for fundraising events. This is also the time to ask questions or voice your opinion.

You can also help by letting us know if you have any contacts or skills we could use, everything is potentially valuable to us.



Thank you for taking the time to read our leaflet. We hope you now know a little more about **your Parent Teacher Association** and we'd love to welcome you to our meetings!

From all the PTA Committee

Kelly Hale – Chair, *Gayle Phillips* – Vice Chair, *James Shryane* – Treasurer, *Sue Phillips* – Secretary