



George Mitchell School

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28th September 2023

Dear Parents and Carers,

In my end of year letter to parents, I shared that one of our school priorities for 23/24 was to start a Parents Teacher Association (PTA).

What is a PTA?

A Parent Teacher Association (PTA) is an organisation that aims to improve a school. By bringing together members of the school community, a PTA works to raise money/fundraising and strengthen the sense of community within a school.

How will PTA fund raising money be spent?

The importance of a Parent Teacher Association cannot be underestimated, especially when it comes to fundraising. The average PTA raises around £8,000, with around a quarter of PTAs raising more than £10,000. Once all the pounds and pennies have been collected and counted, money raised will go towards:

- Educational materials
- Playground equipment
- School trips and extra-curricular provision
- School renovation projects

How can I join the PTA?

There's no official 'joining' required as you're automatically considered a member if you're a parent of a child attending the school. Once you're ready, you can put yourself forward to get involved in an event and offer as much of your time as you are able to spare!

There are however certain formal roles that need to be filled each year to formally start a PTA to include:

- **Chair** - The chair is in charge of the committee and makes sure that the PTA is run correctly. They organise PTA meetings, write an annual report for the AGM, delegate tasks to members and volunteers, create the calendar of events and act as the main link between the PTA and the school.
- **Treasurer** - The treasurer along with the school business manager manages PTA funds as instructed by the committee. Their role includes reporting on the PTA's finances at meetings.
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- **Secretary** - The secretary organises the committee's communications and helps things run as smoothly as possible. They are responsible for things like helping the chair to prepare and run meetings, sending out meeting agendas and minutes, organising all communication to members of the school community, and creating promotional materials for events.

Should I join the PTA?

Being part of the PTA is a great way to meet other parents and staff while also working to support and improve our school. It's not always easy to find the extra time for these things, but any support you can give them will always be gratefully received.

So, how can you get involved? If you'd like to be a member or the PTA committee or get involved in the PTA events, you can complete the expression of interest form contained within the link below: <https://forms.office.com/e/V28yNRS28d>

A member of staff will be in contact with those interested by the week beginning the 1st November.

Thank you, and we look forward to welcoming you to our PTA.

Miss Simmons

Head Teacher



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Suggestions for community development/fundraising/Initial ideas:

1. Children's disco

Keep it short (no more than an hour for KS1 session, hour and a half for KS2).

Need a secure method for checking children in and out.

Ask for parent helpers but school staff needed too, to supervise, especially when checking children in and out. You may want parents to stay for KS1.

Provide a snack. Try to avoid too many sweets or fizzy drinks.

2. After-school fayre

Set up a range of games such as bottle tombola (can be non-alcoholic; guess the number of sweets in the jar; pin the tail on the donkey; hook a duck; penalty shoot-out).

Children make something to sell at the fayre: calendar, candle holder etc.

Second- hand book stall.

Pre-loved uniform stall.

Plant stall.

Face painting.

Craft activities.

If the event was near Christmas, we could do a Santa's grotto. If it was near Diwali, we could have activities such as creating rangoli patterns or making tealight holders. Can also be a summer fayre.

We could get local groups or emergency services to attend to build community relationships.

3. Resale of preloved uniform

Handle the collection and resale of preloved/second-hand uniforms. This can be a real help to families who may be struggling to buy new uniforms each term - and we all know how quickly kids can shoot up unexpectedly over the summer holidays.



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4. Book fair

A good way to encourage reading. The company usually provides books or vouchers for the school based on how many books sold. Scholastic is generous with the vouchers it provides.

If we don't want to use a company, we could do a book swap instead. Children bring in donations and then pay a small amount to purchase one of the donated books.

5. Signposting and sourcing local support

PTA is also often involved in asking local organisations or companies to help the school with their various activities by donating their time, products or money.

6. Quiz night

This could be a family event or adults only. Quite easy to organise. People bring their own food and refreshments.

7. Film night

Set a date for a film night at least six weeks ahead. Explain to the children that they can earn a golden ticket to the film night by reading a selection of books such as: a classic text, a poetry book, a modern chapter book, a non-fiction text and a picture book. Teachers need to make it achievable for all so they will need to be encouraging and supportive. When a child completes a text, they earn a stamp/token towards their golden ticket. Once all the books have been read, the child is said to have earned their golden ticket.

At the film night, provide popcorn and a drink for a nominal fee. Good to get children to select the film – ideally one that is based on a book!

PTAs always need new ideas and new perspectives to create fun events that will get people involved. If you've got an idea for an event that will benefit the school community and raise money then don't be shy and throw it out there!