

The Friends of Mepal & Witcham Primary School



WELCOME BOOKLET

October 2008



Introduction

A very, very warm welcome to our school.

This booklet has been written by our PTA especially for you as a new family within our school community. We realise it can be strange and a little nerve wracking joining a school and there always seems to be so many questions to ask.

This booklet aims to set out all the information you will need to know about our Parent Teacher Association (known as the “**The Friends of Mepal and Witcham School**”). If, after reading it you have any questions, please do get in touch with one of the committee members or ask via your class teacher or the school office.

Why do we have a PTA

We are very fortunate at our school to have a PTA that is and has been such an integral part of the school community for many years (it started 23 years ago).

In it's time; the Friends have raised many thousands of pounds which have been spent on improving equipment and resources to enhance our children's education and the facilities in school in general.

However, it is much, much more than just 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.



Obviously, as in any organisation, there are times when it is more 'challenging' 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 can get involved if they want to even if they only have a small amount of time available.

The "Set-up" of the Friends Committee

All parents are automatically members of the Friends when they join our school. Our Committee consists of 3 officers being the Chair, Treasurer and Secretary and there are between 8 and 10 other committee members who make up the full committee.

The Committee meets about once a month (depending on how many activities are going on).

Our Annual General Meeting is usually held in October and this is an opportunity for all parents to come along and hear in more detail about events run and funds raised and how the money has been spent. It is also the occasion when we elect our new Committee.

A list of the current PTA Committee members is at the back of this booklet for your information. This will be updated after the PTA's AGM each October.



Support from NCPTA **(National Confederation of Parent Teacher Associations)**

Our PTA belongs to NCPTA which is the national charity that advances education and supports PTAs nationally. We pay an annual membership fee to NCPTA which gives us lots of member benefits including:

- ❖ a comprehensive insurance package for our activities
- ❖ support and advice on PTA and fundraising matters
- ❖ opportunities to meet with other PTAs to discuss and share experiences
- ❖ regular newsletters and the PTA magazine
- ❖ a special banking package to help us make the most of our funds and an extensive list of PTA information and resources.

NCPTA also has a range of parental information sheets on subjects such as literacy and numeracy, special educational needs, how to help your child get the most out of their school days, bullying, homework, using the internet and career paths to name but a few.

You can access this information via the NCPTA website www.ncpta.org.uk. To gain entry to the site, you will need our membership number which is 31961 and our school postcode which is CB6 2AL.

How we raise money and spend it!

As in most schools, the majority of our funds are raised through the events that we run. Our main fundraisers are Firework Night, cake break at the end of each half term, Mepal Summer Fete (organised jointly with St. Mary's Church), Christmas Craft Fair and Bonus Ball.



These regular events are complemented with other "one off" events to help boost funds.

We spend the money very quickly and decisions on how and what we spend it on takes place at our monthly committee meetings. We always endeavour to spend our funds in ways that will benefit **all** our children across all areas of the school and curriculum and by spending the money quickly; it benefits your child whilst he or she is at school.

Of course, there are times when we have a big project underway that we need to save money for. One such big project was the play equipment/structure in the playground which was very costly and took us several years to raise the funds be able to donate £12,000 towards its cost.

How can you get involved?

There are lots of ways you can help and support your child through the PTA. The most obvious one is by becoming a committee member but just as valuable a role is offering to help before events or at other times during the year - it really is a case of "many hands make light work".

It doesn't matter if you cannot help on a regular basis or even if you cannot come into school. There are always little jobs that can be done from home if you have half an hour to spare e.g. wrapping presents, preparing raffle tickets, making posters etc.

You can attend the *AGM* in October and give us your views on the PTA and ask any questions or suggest alternative ideas that you may have for fundraising - we are always looking out for new ideas for this.



At the back of this booklet you will find a reply slip which the Friends would be grateful if you could fill in and return if you have any contacts or skills which we could find useful.

Thank you for taking the time to read our brochure. We hope you now know a little more about **your** Parent Teacher Association.

On behalf of all the children we would like to thank you for your very valuable support which enriches their learning experiences and makes their time in school so enjoyable.

From all the PTA Committee

Sally Shipley	Chair
Paula Baxter	Treasurer
Sally Sulman	Secretary
Pauline Carter	
Lisa Phillips	
Debbie Smith	
Laura Barker	
Jane Green	
Jane Freeman	
Ursula Revill	
Emma Milburn	



REPLY SLIP

Name

Address

- I would be interested in joining the Friends Committee.
- I do not want to join the Friends Committee but would be willing to help in other ways (please indicate below).
- I have listed below ideas for future fundraising events.