



Dear Parents & Carers,

The Parents, Friends & Teachers Association (PTFA) will be holding an **Annual General Meeting (AGM)** on **27 March at 7pm.**

The **AGM** is held annually to review the previous year's PTFA activities including the Treasurer's report, to elect new officers and to adopt any constitutional changes. Everyone can come along to the **AGM!** This will be held virtually and a link will be sent closer to the time.

So, join us to listen to the PTFA committee updates and help in the election process of committee members. We would love to organise many more fantastic events and fund raise as much as possible to help our lovely children and support the school. But we can only make that happen with your support by being part of the PTFA journey.

The varied work we do means there's something for everyone - it's not just about being on the committee! Learn about the school and how it works, get to know the teachers, parents & have some fun. So, if you are only able to support us in a voluntary capacity please email us too!

Please do get in touch with us: [allsaintsjuniorptfa@gmail.com](mailto:allsaintsjuniorptfa@gmail.com)

Your PTFA

Gemma, Karen, Kelly and Romy

## Some Q&A with a few more details.

### Who is the PTFA?

The PTFA stands for the Parents, Friends & Teachers Association.

A group of exactly that: parents, teachers and friends of the school who work together, alongside the school, to organise fun events and activities that raise funds which are then used to improve the facilities and learning of our children.

The PTFA is made up of Officers, including the Treasurer, Comms, Chair & Coordinators and alongside that sit flexible volunteers who help with raffles, fundraising or organising events. This is all supported by dedicated teachers to help us make it all come to life.

### What is the AGM?

AGM stands for Annual General Meeting. This is required by Parentkind and the Charity Commission to keep the PTFA as a registered charity. Due to that the PTFA can fund raise on and off the school site as a charity.

The AGM is held annually to review the previous year's activities including the Treasurer's report, to elect new officers and to adopt any constitutional changes.

This meeting is in place to also recruit additional officers and ordinary members. Only officers can make the official decisions as the members are not responsible for policy, events and final decisions on spending.

The AGM vote as a quorum (number of people needed to make a decision valid). That means that we have to have at least 2x members to existing officers; so if there are 2 officers we need 4 members. Our constitution states that the PTFA need to start but do not need to end the meeting with a quorum but there needs to be the quorum to hold a vote.

Every member present has one vote on every issue except the chair, who casts a vote only when the vote is equally divided (hence again why 3 officers minimum is best practice).

### Can I join the PTFA?

Of course, and we do rely on the support from as many parents / carers as possible.

The varied work we do means there's something for everyone - it's not just about being on the committee! Learn about the school and how it works, get to know the teachers, parents & have some fun.

And of course, the children love seeing parents/carers in school. You can provide beneficial experiences for them, improve their educational environment and make friends too.

Please do get in touch for any questions: [allsaintsjuniorptfa@gmail.com](mailto:allsaintsjuniorptfa@gmail.com)