

Parent Teacher Association Policy for St. Leonard's C.E. Primary School

At St. Leonards C. E Primary School we pride ourselves on the work of the Parent Teacher Association (PTA), which is an organisation of parents and staff. Our role is to encourage closer links between home and school. We are best known for our fundraising work, but have a useful social function too. Fundraising events provide an opportunity for parents, staff and pupils to get together.

How we organise our PTA

In September we hold our annual general meeting. At this meeting a committee is elected to run the PTA – usually consisting of a chair, a vice-chair, a treasurer, a secretary and ordinary committee members. These ordinary members include at least one parent from each class as 'class reps'. Their job is to pass on information from the PTA to other parents in their child's class.

Our PTA committees usually meet once a term, we will vary the day and time to accommodate working member, and set up smaller working groups to organise individual events.

How we raise money

We hold various events throughout the school year, for example, End of term discos, bingo nights, spa evenings and a summer fair. We are always looking for new fundraising ideas and welcome ideas and support from staff and parents.

How is money spent?

Funds raised by our PTA are to provide 'extras' not already provided by the school's main income – often 'fun things' that make learning more interesting and exciting.

The PTA committee and the headteacher decide how to spend PTA funds. Common items include computers, playground equipment, books and smaller purchases such as presents for Father Christmas to distribute.

Who can be part of the PTA?

Any member of staff or parent of the school can become actively involved with our PTA. There are many different ways you can help with the PTA, whether you have lots of time to offer or not.

Some of the roles are time-consuming, although also rewarding. If you can't commit to a big job, look out for things you can do less frequently (eg running a stall at the summer fair, baking for a cake sale). And you can always support PTA events by simply turning up!

Last Reviewed: _____

Date of next review: _____

Signed: _____

(Chair of Governors) _____