

PTA Chair's Annual Report 2022/23

When we set up the new PTA in 2021 and excitedly embarked on this journey none of us had any previous experience of PTA life. It's been a challenge and a lot of work, but here we are two years later, thoroughly enjoying ourselves arranging events for the children, parents, carers and community to enjoy.

We're extremely proud of what we've achieved this year and the calendar of events we've provided this year, raising a total of £3,484.04 this year alone.

We're looking forward to another year of fundraising and fun next academic year.

This annual report will detail events held in the year 2022/23.

Our aims

To raise money to fund resources and experiences that enrich the children's education as well as helping to improve the quality of parents' interaction with school.

To work closely with school to make sure we raise money for items required by school and specifically asked for by the children.

Committee Roles & Responsibilities

Chair - Heidi Moment

Secretary - **Vacancy**

Treasurer - Lyndsey Smith

School liaison – Heidi Moment

Social Media Officer - Jo Smith

Community Liaison - Beth Metcalf

Queen of Raffle Prizes - Sarah Blackburn

Bargain Hunter Extraordinaire - Lisa Gray, Lea Gentry

Queen of Contacts - Jayne Bathgate-Roche

Communications & Publicity - Heidi Moment, Lisa Gray, Lea Gentry

Raffle Ticket Rulers - Lyndsey Smith, Lisa Gray

Forest School Liaison – Heidi Moment

Event specific roles

Movie Night Crew - Sarah Blackburn, Lyndsey Smith

Disco Team - Beth Metcalfe, Sarah Blackburn, Jayne Bathgate-Roche, Lisa Gray

Bake Sale - Lisa Gray

Book Worms - Heidi Moment, Jo Smith

School Lottery - Heidi Moment

Easy fundraising - **Vacancy**

Uniform Fairies - Lea Gentry, Beth Metcalfe
Easter Bunnies - Lea Gentry, Beth Metcalfe
Santa - Lisa Gray
Hamper Queens - Lea Gentry, Lisa Gray
Ice Pops – Lisa
Sports Day Refreshments - Lea Gentry, Beth Metcalfe

Volunteers

Sade Williams
Julie Freeman
Helen Hesketh
Hayley Wood
Rebecca Warner
Nina Welton
Sally Marland
Victoria Imrie

Vacancies - we are always looking for more volunteers to help with events

Appointments

Lisa Gray joined us on the committee this year and she has brought with her a load of ideas and bags full of energy and enthusiasm for our events. A very welcome addition. Thank you Lisa.

Sade Williams will also join us on the committee next year and we're looking forward to her help with planning events next year.

Recruitment

We are currently recruiting for someone who is good on the computer and who can spare a bit of time to help with some admin tasks to help keep us organised.

We're also looking for people who have experience planning and running events or anyone who has any good event ideas and has the time to plan and run an event in our annual calendar.

We're also looking for more volunteers to help out at our events. This can include grandparents too.

Interested parties can drop us an email to get involved.

Events

We have held many events this year. Here are some details.

Movie Night

Thank you to Lyndsey and Sarah for arranging our first event of the year. And thanks to all the staff and parent volunteers who helped out on the night. 60 children attended, they watched the Batman Lego movie and our team made sure they didn't go hungry with a hotdog, popcorn and juice. We also created a movie night hamper with left over popcorn, sweets and the movie which was given to one child following a free raffle held afterwards.

It was so much fun for everyone and we raised £227.12

Bake Sale

Bake Sales are a very popular event for us and we are always blown away by the quality and volume of amazing bakes we receive from home. So thank you to all you top bakers out there. We really appreciate your skills. And a big thanks to Lisa for arranging everything (and getting your whole family in on the baking) as well as Hollie for her delicious cakes and helping to run it successfully on the day. Excellent work!

We've done two sales this year, raising a total of £521.80

Christmas Raffle

This was our first Christmas raffle and we were very pleased to see how popular it was. Lea did an absolutely amazing job of creating all the wonderful hampers and we raised £369.54

The process of selling raffle tickets has been a challenge for us but we think we've found a simple way that works now, so we'll be sticking to that in the future.

Christmas Presents

Santa (aka Lisa) has a very big heart and just loves to buy special gifts for everyone. And she didn't disappoint last Christmas. All children in school received a hand-selected age appropriate book and our very own elves (Lisa & Julie) delivered them to each class during the school day. Just magical.

This cost £200 and was well worth it to see the smiles on the children's faces.

Book Sale

Thank you to everyone who donated books for our two sales this year. It's always a pleasure to watch the children excitedly choosing their new books. Thanks to Lisa and Jo for helping me to arrange the sales and the parent volunteers and staff members who helped on the day.

We raised £84.50 from two sales.

Easter Egg Hunt

Easter is such a fun time so Beth and Lea were determined to become our Easter Bunnies for the day. And we're so pleased they did. Thank you so much for providing the children with a fun activity and exciting bag of Easter treats. We hope the bunnies will return next Easter too.

We wanted to do this as a treat for everyone so there was no charge. We spent £100 on this.

Disco

The disco seems to be everyone's favourite event and the Christmas and Summer discos were a hit with both KS1 and KS2.

Dancing, games, tattoos, sparklies, food and drink, there's plenty for everyone to do and the parents get to have a good old chin wag!

Both discos raised a total of £572.14

Ice pops

Keeping everyone cool in the blistering heat was our Queen of the Freezer Lisa who sold ice pops outside school on the hottest days in June.

Children and their parents enjoyed these refreshments and we raised £43.53. More of the same next year please.

Sports Day Refreshments

At such an exciting event we wanted to trial selling refreshments to keep everyone cool on the day. We sold soft drinks, water, crisps, cookies and chocolate bars.

This was welcomed by parents and carers and we made £28.09

Summer Fayre

This is our biggest event of the year and arranging all the different elements of it can feel like a mammoth task in the weeks leading up to it, but we all agree it's totally worth it to see everyone together having fun.

We had to run it inside due to the rain but we all felt it went really well and as enjoyed by everyone. The raffle was a particular treat and extra special thanks goes to Sarah Blackburn for all her hard work gathering the prizes from local businesses.

A massive thank you to all the committee members for their dedication and hard work setting up and running the event. You are all super stars. Thank you to all the staff and parent volunteers who helped on the day, manning stalls, helping set up and clear up, providing things we needed and baking cakes. We really appreciate your help and we honestly couldn't do it without you. Thank you from the bottom of our hearts.

This year we made a whopping £892.65, which is wonderful given the rain. Thank you all.

Volunteers

We are very grateful to our group of volunteers who help out at events, with baking, providing ball pumps, painting signs etc. We couldn't do any of this without you.

We're a sociable bunch who are always happy to see new faces so we'd love more parents to get involved. We'll be working on this next year.

Additional Fundraising

Uniform Shop

We all know how quickly kids grow out of their uniform, so when Beth and Lea decided to set up the Uniform Shop everyone was pleased. Parents drop their used uniform in the box in the office and our dedicated Uniform Fairies twirl their magic wands and make the items ready for their next owner. Ta dahh!

Our fairies wanted this to be a useful service so we're not pricing the items. Instead it's a pay-as-you-feel system (minimum £1) and so far we have raised £44.87 for school.

We currently have loads of uniform ready for next year and people can email us or grab us in the playground to speak about their requirement.

Your School Lottery

We launched our School Lottery this year and it's a great initiative that we're pleased to be a part of. We've seen a member of our community win a cash prize every single week and each month there's a fantastic prize up for grabs, as well as a £25,000 jackpot (one of us will win it one day, I feel sure of it!). The more tickets we sell the more money goes to our school. Our current target is to sell 70 tickets weekly. We're currently at 40.

Monthly emails are sent to all parents, posters are put in local shops (Morrisons, Co-op) and we also did a leaflet drop communicating this to the wider community this month.

At the time of writing the lottery has raised £699.80 and this increases every week.

Easyfundraising

This is a new initiative we have recently joined where money is donated to school by parents' shopping online. It's completely free for parents and if enough people use it we will make some money for school. The issue with this is remembering to use it so regular reminders need to be sent. We're currently recruiting for a team member who has good email skills and could take responsibility for this.

We have introduced this by email in July 2023 and it was advertised on our Summer Fayre leaflet, but we are due to launch this properly in September.

Fundraising Priorities

Forest School

Our biggest achievement this year is the launch of St James' Woods - our very own Forest School on school grounds. This is a huge priority for school at the moment and we are very pleased to be able to work with school to make this happen.

From speaking to parents we know how much the children are enjoying it and we're delighted to be able to tell you we've raised enough money this year to support school to be able to run forest school sessions all year round. So your children can expect to do a six-week block of 90-minute sessions each term. Altogether that's 27 hours of forest school during one academic year.

We are so happy and proud that we can help to provide this invaluable way of learning to all at St James'.

We provided £1,700 this year and will be providing the same in 2023/24.

Other expenditure

We have also funded:

- Year 6 hoodies £271.29
- Year 6 medals £40
- Lunch trolleys for packed lunches to go on £300.75
- Money towards recorders £51
- Reflecttion area items £43.50
- Christmas party food £36.26
- KS2 production items £45.20

Total £788

New initiatives

We will move into next year with some new fundraising priorities - starting with a buddy bench.

We'll also begin saving for a new fitness trail, which will be in line with the schools ethos of 'reduce, reuse, recycle' and be made from recycled materials, making it more durable, long-lasting and environmentally friendly. This is only in the early days of planning so more information will follow next year.

More thank yous

The number of times I have said thank you in this report just goes to show what a whole school effort this is.

It wouldn't be right to finish the report without giving a huge thanks to Miss Beatson who is always available to listen to our hairbrained ideas and is always great fun at our events, helping out or getting splatted by sponges.

Mrs Walshaw also deserves a special thanks for helping us to communicate with parents and also making sure we have everything we need for our events.

Don't forget our Treasurer, the brilliant Lyndsey Smith, who does everything for us, from applying for grants to banking everything to making sure we all have enough change at our events. You're an absolute star!

And last, but not least, the wonderful PTA Committee, who are simply brilliant. Lyndsey, Sarah, Lisa, Jayne, Jo, Lea, Beth and Sade, a massive thank you for everything you do, and thank you for making it fun!

AGM

We'll be holding our AGM (Annual General Meeting) in September, where we'll be discussing responsibilities, upcoming events and (hopefully) welcoming new volunteers. Everyone is welcome to attend. More information about date, time and venue will be sent out in September.

Until then...

Heidi Moment

Friends of St James' Chair

Contact: stjames.ptateam@outlook.com