



## 2017/2018 Overview / Planning



# Shepherds Primary School PTA

## Our Mission

Shepherd Primary school PTA with the support of the Head teacher and staff, aims to raise funds to further the learning and development of the children at Shepherd Primary School through fun and profitable activities, in a safe and friendly environment.

# Charity



Shepherd Primary School PTA became a registered charity in October 2016 our Charity Number is 1169611.

- **Public recognition and trust** - Charities are widely recognised as existing for social good. This can assist with fundraising.
- **Tax relief** - Charities benefit from a variety of tax reliefs including:
  - Gift Aid relief on donations from individuals
- **Funding** - Certain sources of grant funding are open only to organisations with charitable status.
- CAF Online (Charities Aid Foundation) <https://www.cafonline.org/charities>



# PTA Committee Members (Sep 2017)

- Claire Foad – Headteacher
- Helen Gall – Chair
- Liz Townsend – Vice Chair
- Amanda Charles – Secretary
- Rachel Foster – Social Co-ordinator
- Vacancy – Treasurer
- Liz Townsend – Acting Treasurer
- Rachel Smith – Vice Treasurer



# PTA Assets – What We Own

- PA System
- Volunteer t-shirts and lanyards
- Disco lights
- Bunting
- Hot water flask/milk flask & Tea urn
- Dustbins
- Trolleys x 2
- 2 x 6M Gazebos & Gazebo weights
- Slush Machine
- Flip chart
- Cool Boxes x 4
- PTA members have Costco cards
- School have Booker Cash & Carry card
- Plush Santa Costume
- Folding Tables
- Fridges x 2 (includes Coke fridge)
- Cash boxes
- Banquet Tables x 9
- Freezers x 2
- Fryer

# Wish List – What we would like to buy

- Is there anything that you think the PTA should have that we don't?

# Key Fundraising Events

## Sept 2016 – Aug 2017



- Winter Fair £1212.56 (includes £235.50 from hamper raffle)
- Christmas Gift Shop £282.19
- Summer Fair £699.11 (Potential £1,000 matching funds from HSBC)
- Summer Auction £2,309.45
- Discos £2,287.35 (includes £1,000 matching funds from HSBC)
- Ice Creams £425.27
- Popcorn £102.74
- Movie Night £541.23
- Mothers Day Sale £270.35
- Quiz Night £301.67
- Empties Please £26.25
- Bags2School £264.00
- EasyFundraising £549.03
- Second Hand Uniform £98.13



# Capital Expenditure

- Playground markings for KS2
- Boom boxes, rechargeable batteries & chargers x 2
- Fridge for dining hall to store school snack & milk
- Play sand for nursery
- Library magazine subscriptions
- Ice Creams (sports day helpers & SATS)
- Easter egg hunt chocolate
- Tulip bulbs x 120 for the front of the school
- Mesh bibs x 523 for whole school and storage bags x 26
- Paddling pool for the ducklings

# Ideas on what Funds raised from Sept 2017 could be spent on...



- Outdoor canopies for KS2
  - We will provide for both playgrounds if we can secure funding
  - Our lottery funding application was unsuccessful
- Play equipment for the school field – this will be investigated with a HSBC community grant
- Any input on spending is welcome!!





# What is going well

- Regular PTA updates in Friday letter, Facebook & notice boards
- New members bringing fresh ideas
- Headteacher fully supportive of PTA
- Class reps are in place for the majority of classes
- Use of PTA Social for volunteering
- Child friendly coffee meetings - PTA evening meeting (should this be bi-monthly?)
- Survey Monkey used to gain feedback from parents
- Regular contact with other school PTAs
- Donation contacts from local companies (only asking companies once per year)
- Matching funds from HSBC (we are still in contact with Barclays but have been unsuccessful this year)
- Online summer auction and Christmas hamper raffle
- One fee entrance for Summer & Christmas events.
- More regular uniform sales



# Opportunities

- Target new parents early to encourage them to get involved
- Class reps to take a more active role in encouraging parent participation
- Continue Facebook page updates including general school information
- Fundraising target for parents to see our fundraising at a glance
- Ways we can improve how we recruit volunteers
- Increasing use of Easyfundraising



# Main Events

- School Discos
  - 3.30 – 4.30 Reception, Years 1 & 2
  - 4.45 – 6.00 Years 3, 4, 5 & 6
  - £5.00 includes pizza slice & drink cup
- Film Nights
  - 3.30 – 4.30 Years 1, 2, 3, 4 & 5
  - £5.00 includes pizza, popcorn, water & sweets
- Bingo/Disco – Friday 6<sup>th</sup> October
- Christmas Disco – Thursday 7<sup>th</sup> December
- PTA Coffee meetings (mornings and evening pub meetings)
- Uniform Sale – every Friday after family reading
- Ice Cream & Popcorn Fridays
- Online Auction – May/June
- Summer Event - 7<sup>th</sup> or 14<sup>th</sup> July

*\*Given dates are provisional*

# PTA Events Calendar 2017/2018

September	October	November
<ul style="list-style-type: none"> <li>• Fri 15<sup>th</sup> AGM Meeting</li> <li>• Ice Cream Fridays</li> <li>• <i>Fri 1<sup>st</sup> Inset Day</i></li> <li>• <i>Mon 4<sup>th</sup> Back to school</i></li> </ul>	<ul style="list-style-type: none"> <li>• Fri 6<sup>th</sup> Social Event</li> <li>• Wed 11<sup>th</sup> Film Night</li> <li>• Thur 12<sup>th</sup> PTA Meeting 7.45pm</li> <li>• Ice Cream Fridays</li> <li>• <i>Half Term 23-27</i></li> <li>• <i>Mon 30<sup>th</sup> Back to school</i></li> </ul>	<ul style="list-style-type: none"> <li>• Fri 3<sup>rd</sup> Popcorn Friday</li> <li>• Fri 10<sup>th</sup> PTA Meeting 9.15am</li> <li>• Thur 16<sup>th</sup> Bags2School</li> </ul>
December	January	February
<ul style="list-style-type: none"> <li>• Thur 7<sup>th</sup> Xmas Disco</li> <li>• Fri 8<sup>th</sup> Popcorn Friday</li> <li>• Fri 8<sup>th</sup> PTA Meeting 9.15am</li> <li>• <i>Christmas Holidays from Thur 20<sup>th</sup> Dec – Wed 3<sup>rd</sup> Jan</i></li> </ul>	<ul style="list-style-type: none"> <li>• Fri 12<sup>th</sup> PTA meeting 9.15am</li> <li>• Silver Smarties (date tbc)</li> <li>• <i>Wed 3<sup>rd</sup> Inset Day</i></li> <li>• <i>Thur 4<sup>th</sup> Back to school</i></li> </ul>	<ul style="list-style-type: none"> <li>• Fri 2<sup>nd</sup> Popcorn Friday</li> <li>• Fri 9<sup>th</sup> School Disco</li> <li>• Fri 9<sup>th</sup> PTA meeting 9.15am</li> <li>• <i>Half Term 12-16 Feb</i></li> <li>• <i>Mon 19<sup>th</sup> Back to school</i></li> </ul>
March	April	May
<ul style="list-style-type: none"> <li>• Fri 2<sup>nd</sup> Popcorn Friday</li> <li>• Fri 2<sup>nd</sup> or 9<sup>th</sup> Mothers Day activity</li> <li>• Fri 9<sup>th</sup> PTA Meeting 7.45pm</li> <li>• Social Event – date TBC</li> <li>• <i>Mothers Day 11<sup>th</sup> March</i></li> <li>• <i>Easter Holidays 30<sup>th</sup> Mar–13 Apr</i></li> </ul>	<ul style="list-style-type: none"> <li>• Fri 20<sup>th</sup> Popcorn Friday</li> <li>• <i>Easter Holidays 30<sup>th</sup> Mar – 13<sup>th</sup> Apr</i></li> <li>• <i>Mon 16<sup>th</sup> Back to school</i></li> </ul>	<ul style="list-style-type: none"> <li>• Thur 24<sup>th</sup> Bags2School</li> <li>• Wed 23<sup>rd</sup> School Disco</li> <li>• Fri 11<sup>th</sup> PTA meeting 9.15am</li> <li>• Ice Cream Fridays</li> <li>• Auction Opens</li> <li>• <i>Fri 4<sup>th</sup> Occasional day</i></li> <li>• <i>Mon 7<sup>th</sup> Bank Holiday</i></li> <li>• <i>Mon 28<sup>th</sup> May – Fri 1<sup>st</sup> June Half Term</i></li> </ul>
June	July	
<ul style="list-style-type: none"> <li>• Fri 8<sup>th</sup> PTA meeting 9.15am</li> <li>• Ice Cream Fridays</li> <li>• Social Event – date TBC</li> <li>• Auction Ends</li> <li>• <i>Mon 4<sup>th</sup> Back to school</i></li> </ul>	<ul style="list-style-type: none"> <li>• Fri 13<sup>th</sup> PTA Meeting</li> <li>• Sat 7<sup>th</sup> or 14<sup>th</sup> – Summer Fair</li> <li>• No PTA meeting</li> <li>• Ice Cream Fridays</li> <li>• <i>Mon 2<sup>nd</sup> Inset Day</i></li> <li>• <i>Mon 23<sup>rd</sup> - Fri 27<sup>th</sup> Occasional days</i></li> </ul>	



# Ongoing Fundraising

- **My Nametags** – Order your labels and quote our School ID 5446  
**Easy2name** – Order your name labels through [www.easy2name.com](http://www.easy2name.com) at checkout simply select Shepherd Primary School PTA WD3 to ensure our school receives a commission on your order.
- **Micro Scooters** – Quote our school number 117096 when you order a Micro Scooter from [www.micro-scooters.co.uk](http://www.micro-scooters.co.uk) and our school receives a small commission on your order.
- **Bags2School** – Twice per year you can donate your adult and children's clothes, shoes (tied together), hats, belts, handbags and soft toys (bedding, curtains, and household linen cannot be accepted) to our Bags2School events [www.bag2school.com](http://www.bag2school.com).
- **Empties Please** – Please donate your printer cartridges for our Empties Please recycling [www.emptiesplease.com](http://www.emptiesplease.com) which runs all year. Small recycle bags are available from the office. Please also ask friends, relatives or your employer to help us recycle. Once your bag is filled (even with just one or two cartridges) drop them to the school office.
- **Easyfundraising** – Whenever you buy anything online - from your weekly shop to your annual holiday - you could be collecting free donations for our school. There are over 3,000 shops and sites on board ready to make a donation, including Amazon, John Lewis, Aviva, Next, Tesco and Sainsbury's and it doesn't cost you a penny extra!  
Head to <https://www.easyfundraising.org.uk/causes/shepherdprimaryschoolpta/> and join for free.



Thank You!

We welcome  
your ideas and  
Suggestions!

New volunteers  
are always  
welcome!