



Barnoldswick

Church of England Primary School

Member of staff responsible: Mrs M.Ellis
Date policy reviewed: Summer 2021
Date approved by the full Governing body: Autumn 2021
Date to be reviewed: Summer 2024

Friends of Church School Association

The Association is an organisation of parents and staff. Its role is to encourage closer links between home and school. PTFAs are best known for their fundraising work, but they have a useful social function too. Fundraising events provide an opportunity for parents, staff and pupils to get together.

How is the Friends Association organised?

At Barnoldswick C E School, like most schools, all parents/carers and teachers are automatically members of the PTFA and are welcome to all general committee meetings. We hold our annual general meeting in September, at the start of the school year. At this meeting a committee is elected to run the 'Friends of Church School', consisting of a chair, vice-chair, treasurer and secretary. It is practice of our school for the School Business Manager to be one of the three cheque book signatories. The committees usually meet once a term and set up smaller working groups to organise individual events. The Chair of the PTFA also meets with the Headteacher in September to discuss the year's fundraising events, organisation and how best to spend the funds raised. Further meetings with the Head and Chair are also held when required throughout the year.

Aims of the Friends

1. To enhance the education & wellbeing of the pupils of Barnoldswick C E School by providing or supporting provision of facilities & resources through fundraising
2. To promote positive close co-operation & communication between parents & school staff
3. To provide activities & events to support and enhance school provision

It is not the purpose of PTFA to raise or discuss individual pupil or parent concerns. Such matters should be raised through the appropriate channels following school guidelines. School management/operational procedures; curriculum or timetabling; staff selection and appointment; school hours or holidays and management of budget all fall outside the remit of PTA.

Communication

One of the primary roles of the PTFA is to build strong relationships among teachers, staff, students and the community at large. Relationships are built through communications. 'Friends of Church School' typically manage their own newsletters, events and meetings to promote communications.

Fundraising

'Friends of Church School' help raise much needed money by organising and managing various fundraisers throughout the year. The money raised is used to promote educational opportunities such as IT equipment (whiteboards, computers), sports or school uniforms, reading books, library books and other classroom supplies and materials. Also, support for school trips and items at Christmas. Ideas will be put forward by the School Council, Parents of PTFA, Staff and the Senior Leadership Team. The Headteacher will have the final decision on how the money will be best spent which will benefit the needs of the pupils.

'Friends of Church School' tend to raise money through events such as the Christmas or Summer Fairs. There are other opportunities to raise donations such as cake sales, sponsored activities or business partnerships. Staff at Barnoldswick Primary School are welcome to support the PTFA at events.

Consultation and governance

The PTFA committee must keep the Headteacher and Governors informed about activities and key decisions through meetings/emails between the PTFA Chair, Headteacher and the Chair of the Governors. Events and organisation must be firstly confirmed by the Headteacher and Chair of Governors well in advance to ensure clear communication and success occurs for all involved. Minutes and a record of notes from PTFA meetings should be maintained and shared.

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