



Acting Headteacher: Di Beddow MA, FRSA

Dear Parents/Carers

Ernulf Academy has been very lucky to have had a dedicated PTA committee who, over the years, have organised events to help raise funds for the benefit of the students. We have held annual Craft Fayres and Car Boot Sales which have been very well supported by the local community and allowed us to pay for a new minibus for the school.

Obviously in order to organise these events, we rely on the help of committee members. We meet once every half term and even if you are unable to attend every meeting, you could help with advertising events, sourcing prizes for raffles, serving tea and coffee at a school play, setting up and packing away events or generally just getting the word out what a worthwhile cause the PTA is, all of which are appreciated.

We are always very welcoming to new members. However, in order for the PTA to run, there needs to be a full complement of key members who will hold some roles and responsibilities which include:

Chair – provide leadership; ensure the Committee fulfils its role; set the agenda for meetings, liaising with the Secretary; ensure the agenda is followed and that all business is covered; write the annual report; sign cheques for the PTA with one other elected committee member.

Secretary – call meetings giving plenty of notice; prepare agendas; keep a record of attendance at meetings; take notes during meetings; write up the minutes of meetings and distribute to all the committee.

Treasurer - maintain accurate and detailed financial records; present a financial account at each meeting; make approved payments; prepare and co-sign cheques as required; provide and account for cash floats at events and count and bank monies.

All of these roles need to be filled this year and will be elected at the AGM, so if you would like to meet some new people either as a key role or as a general committee member, at the same time as helping raise money to benefit the students, please come along to the AGM on:

Thursday 24th September at 7pm in the Staff Room

If you are unable to commit to the meetings, but would like to help at events or in some way or you would like to discuss any of the roles or about being a committee member, please email me at ernulfpta@hotmail.co.uk.

We look forward to welcoming you to the Ernulf PTA.

Best regards

Hayley Ralls
Ernulf PTA Secretary



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