



Welcome to Your PTA: A Booklet for Parents



Friends of Queens Road Academy
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Email: FriendsofQRA@smat.org.uk



Welcome to the Friends of Queens Road Academy

The Friends of Queens Road Academy is the name of the Parent and Teacher Association (PTA) for Queens Road Academy Primary School.

In this booklet you'll find out what your PTA does and how it helps and how you can get involved.

If after having read it you have any questions, please do get in touch with one of the PTA committee members, email us (contact details at the end) or leave us a message at the school office and we will get back to you as soon as we can.

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What is the PTA?

The PTA is where the parents and teachers of the school come together to help make our children's stay at Queens Road Academy Primary School better.

As a parent/carer of a child at Queens Road Academy you are automatically a member of the school's PTA - the Friends of Queens Road Academy (FQRA). It's not an exclusive club, quite the opposite; it is about coming together to help our children and the school. Anyone who has a suggestion or wants to help will be warmly welcomed.



What the FQRA do?

We are very fortunate at our school to have a PTA that is and has been an integral part of the school community for many years. In its time the FQRA has raised thousands of pounds, which have been spent on improving equipment and resources to enhance our children's education and improving the facilities and buildings at the school. But the FQRA is not just about fundraising and exists to provide closer links between home and school and to enrich the lives of the staff, parents and children and the local community. It is an excellent way to bring everyone together socially in support of the school.

The FQRA:

- Raises funds to help Queens Road Academy Primary School provide more for our children.
- Runs and helps to run events that enrich our children's stay at Queens Road Academy Primary School.
- Runs and helps run events that bring our school and local community closer together.



Role of the Committee

Our PTA committee consists of a Chair, a Treasurer and a Secretary and a mixture of school staff and parents to make up the full committee.

The Committee meets on a regular basis usually once or twice per half term. We usually meet on a Tuesday evening in the year 5 classroom. All parents are invited to come along to any of the PTA meetings and express their views and get involved if they can in our events and activities.



The Annual General Meeting (AGM) is held at the beginning of the academic year (September) and this is an opportunity for all parents to come along and hear in more detail about last year's events, funds raised and how the money has been spent. It is also the occasion when we elect our new committee.

A list of current PTA committee members and their contact details is at the end of this booklet for your information.

Committee Structure

Chair	Provides leadership for the committee
Vice-Chair	Helps to ensure that the Committee and all of the events continue to run smoothly
Secretary	Ensures that the PTA runs smoothly and provides a link between Committee Members and the PTA, and between the PTA and the School
Treasurer	Manage and control the funds the PTA raises
Committee Members	Works alongside the above roles to plan and run events



How Our Children Benefit

The money raised from the events goes towards helping our children and the school.

It is at our FQRA meetings, that the decisions on how to spend the money are agreed. Usually, Mr. Kaufman (our Head Teacher) will have a suggested list of items that the school would like to purchase over the year/over the next few years. Sometimes this will be as a result of the children asking for something or parents' suggestions, or it may be linked to wider improvements / projects being led by the school governors.



Generally, PTA funds are for the 'extras' not provided by the school budget, that make our children's learning experiences more fulfilling and exciting. We always endeavour to spend our funds in ways that will benefit all our children across all areas of the school and curriculum.



Events During the Year

The biggest fundraisers during the year are the Christmas Fair and Summer Fair. However, the events are not just about raising funds – they are a lot of fun for our children and also help to bring our community together.

Last year saw parents, teachers, children and the local community helping with the following events:

- Christmas Fair (Annual event)
- Santa's Grotto
- Christmas Raffle
- Summer Fair (Annual event)
- School Discos
- Easter Raffle



Usually events either take place at Queens Road Academy. We try to have a variety of events for children, families and adults.



How We Get Information to You

We keep parents informed by posters in school, the school twitter page and letters. These often include information on forthcoming FQRA meetings, events, requests for assistance (when we are planning large events) and reporting what money has been spent on. Occasionally, we send letters home. All FQRA letters we send home are clearly marked with the FQRA logo.

We also have a page on Facebook (Friends of Queens Road Academy), which we use to keep people posted about events. Please note that this Facebook page is used for FQRA information and NOT for general school information.



How Can You Get Involved

There are lots of ways you can help and support your child through the FQRA. Offering to help before events or at other times during the year is greatly appreciated. It really is a case of 'many hands make light work'. It really doesn't matter if you can't help on a regular basis or if you can't come to meetings or into school. There are so many different events during the year and there are many different ways to help e.g. selling snacks and refreshments, running a stall at the Christmas Fair or school disco, supervising at school discos, designing posters and tickets for events, helping to record (film/photograph) events or making cakes.

If you feel able, please volunteer to be a Committee Member or come along to the Annual General Meeting or to a normal meeting. You can give us your ideas for fundraising events, ask questions and voice your opinion.

On behalf of all the children we would like to thank you in advance for your very valuable support which enriches their learning experiences and makes their time in school so enjoyable.





The Friends of Queens Road Academy Committee 2018

Executive Committee Members

Chair

Vice-Chair

Treasurer

Secretary



Committee Members

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Contact Details:

Email: FriendsofQRA@smat.org.uk

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