

# New Parents PTA Information Booklet



**2023/2024**

## Introduction – Welcome to your PTA

The PTA is an open community of parent volunteers working alongside the school for the school's benefit and to ensure the best educational experience for all its pupils.

All parents and carers at Frogmore Infant school automatically become members once your child has enrolled in the school. It's your association and we hope that this booklet will help you to understand the important part it plays within the school and the many ways in which you can support it.



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## Our Aim – Why do we have a PTA?

The PTA was formed for the purpose of advancing the education of the pupils at the school in particular by:

- Developing effective relationships between the staff, parents and others associated with the school
- Raising funds to enable the PTA and the school to provide opportunities, equipment and resources for the children, which the schools budget could not otherwise afford.



## Charitable Status

The PTA is a registered charity (number 1092704) and can be found on the Charity Commission website at:

[FROGMORE INFANT SCHOOL PARENT TEACHERS ASSOCIATION - 1092704 \(charitycommission.gov.uk\)](https://www.charitycommission.gov.uk)

## Role of the PTA Committee

All members of the elected PTA committee are trustees of the charity and have control of the association, its property and funds.

The PTA committee work together with PTA volunteers to achieve the aim of the PTA as set out above.

Details of the school's current committee members can be found on the PTA website at <https://www.pta-events.co.uk/fis-pta>

## Annual General Meeting (AGM)

The PTA committee is elected at the AGM which is usually held in the Autumn term each year with notice of the meeting circulated by the school and through PTA communication channels.

## Support from Parentkind

Frogmore Infant School PTA are proud members of Parentkind, the leading membership organisation for parent bodies across the UK.



With Parentkind membership all parents can access a wealth of useful information to help with supporting both the PTA and school in providing the best possible education for their children.

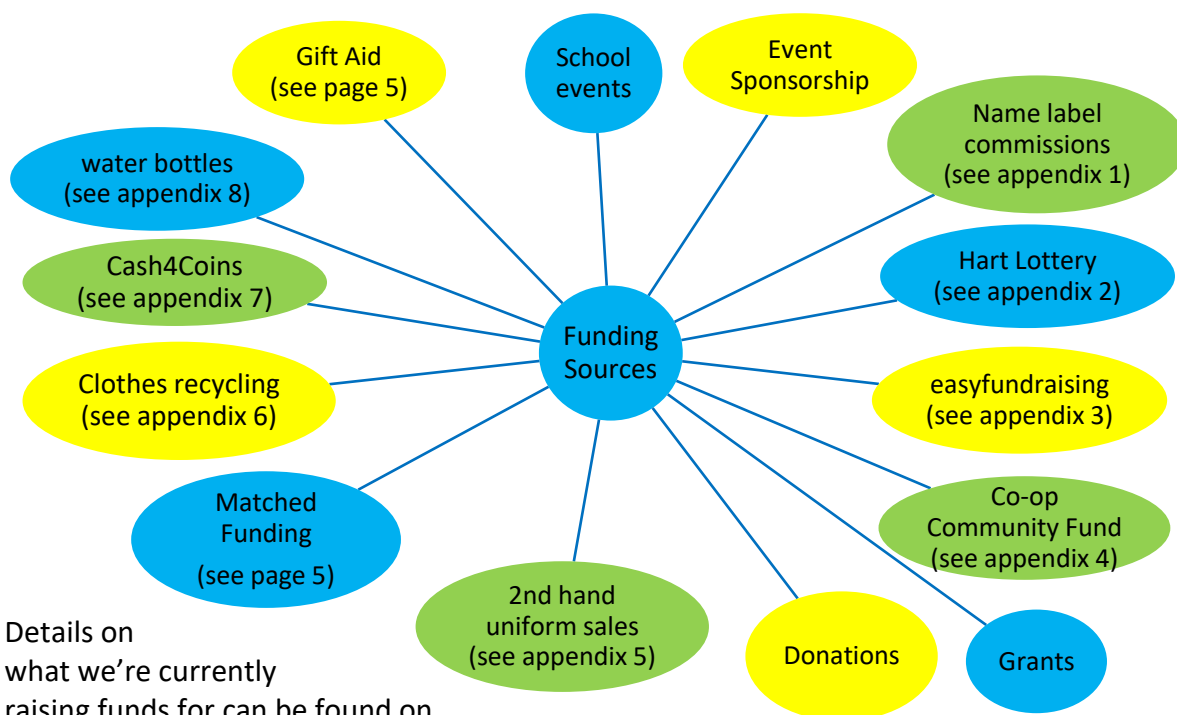
You can register at <https://www.parentkind.org.uk/login.aspx?ref=/myspace>

Being a member of Parentkind provides us with advice and support, ensuring:

- we run our PTA well according to good practice, and
- our events are properly insured, legal and safe

## How we raise money

The below illustrates the many ways in which the PTA raise funds – please refer to the appendices for further information on ways you can help us!



Details on what we're currently raising funds for can be found on the PTA website at:

<https://www.pta-events.co.uk/fis-pta>

## Gift Aid

The PTA is registered for Gift Aid with HMRC. This means that we can claim back an extra 25% on any donations or sponsorship where the donor is a UK taxpayer and able to sign a gift aid declaration. This helps us to raise more funds without any additional cost to the donor, provided they have paid the same amount or more in income tax or capital gains tax in the same tax year.

*giftaid it*

## Charity Matched Funding

Does your employer offer matched funding? Please ask!

We have successfully boosted funds raised in the past through this corporate scheme, whereby the employer matches the funds raised by its employee, or by a cause supported by their employee.

Although there is no definitive list on which businesses do offer it, historically most supermarkets, banks and building societies, insurance companies, utility providers, phone companies and car manufacturers have offered variations of the scheme but many more businesses, including small businesses are offering schemes as there is a push towards more corporate social responsibility and involvement with local communities.

If your employer does offer a scheme, please contact Mrs King and if you're not sure if they do, please ask them!

## How we spend the money we raise

Details of how funds raised by the PTA over the last couple of years can be found on the PTA website at:

[The difference a PTA makes!](#)

## How we get information to you

Information from the PTA is circulated to its members through a number of communication channels:

- PTA notice boards in the main playground and just outside the library and year R classrooms
- On the PTA website (see further details below)
- Via school email, school app message or book bag drop

## PTA website

A couple of years ago the PTA setup their own website through the PTA-events website platform. This website offers more functionality including the ability to sell tickets to events online (which proved popular with parents prior to the COVID-19 pandemic), share news and request volunteers. The layout of the website also makes it much easier for you to find information about events, rather than scrolling down a Facebook feed. Further functionality is likely to be introduced in the future such as listings of second hand uniform available.

Another benefit is that it will also enable us to email PTA newsletters direct to parents (who have consented), thus reducing the administrative burden on school office staff.

Please note that whilst pages can be viewed without registering, it will not be able to purchase products or tickets to events without registering to join.

To sign up for the PTA website please navigate to the following link:

<https://www.pta-events.co.uk/fis-pta/index.cfm?event=register>

On the sign up screen you will be asked to confirm the pupil's name and class. This enables us to check with the school that the person signing up does have a child at school to ensure that only valid PTA members can purchase event tickets on the site.

If you are unsure/have not yet been notified of your child's class please enter "Yr R - 2023/24". *Please note this final stage cannot be completed until the school has received the necessary permission forms for processing.*

## Why volunteer?

Here's what some of our past and present committee members and volunteers have said with respect to volunteering in pre-COVID pandemic times!

*"I joined the PTA after my second daughter had started at Frogmore Infant school, I had always meant to join sooner but just 'never got round to it'. As soon as I got involved I wished I had done so sooner as the group was very welcoming and friendly. Being part of the PTA is not only a worthwhile way to help the school and my daughters in their educational journey but I also gained a better understanding of how the school works and met parents who could offer advice and help on my family's time at Frogmore Infant school.*

*When people think about joining the PTA of a school they may worry that they will be unable to commit enough time or don't have anything to offer, this couldn't be further*

*from the truth! No-one is committed to attending all the events and meetings and even just helping out once a year at events like the Christmas fair can make a massive difference. There is no such thing as a typical PTA member and as I enjoy DIY I have found a niche as a handyman/repair person.*

*I enjoyed my first year so much I decided to apply for the chairperson's position and have been chairperson of the PTA since October 2019. It's certainly been challenging at times but very rewarding.*

*The PTA has come on leaps and bounds in the last few years thanks to the fantastic team who volunteer and if you're unsure if you should, just give it a go and you won't look back.”* **Peter Napper (Chair)**

*“I joined the PTA as I’m a working mum and thought it would be a good way to connect with other parents and be involved at the school in other ways. I’ve met some lovely people and enjoy volunteering at events and seeing the smiles on all the little faces! I like that there’s no pressure to attend every meeting and volunteer at every event because work doesn’t always make that possible but knowing the time I can give really does make a difference makes it such a positive experience.”* **Kirsty Keegan (former Volunteer)**

*“I joined the PTA to be more involved in the school life of my daughter; as a working mum I felt like this was my step into being a part of such a big step in my daughter’s life – starting school.*

*I had read an article in the lead up to her starting school which stated the more involved you are in your child’s education at school, the more of a positive effect it can have on their achievement.*

*I wanted her school life to be the best experience and if I could help in any way towards achieving this it would be through joining the PTA and I wasn’t wrong.*

*The PTA has been amazing, I have met lovely parents all who have one focus and that is to improve the school our children go to, be that through fundraising to provide additional resources that the school needs or putting on events for the children to enjoy, build on their friendships and develop as individuals.*

*If you are thinking of joining the PTA it just takes you walking through the door of your first meeting, no commitment is necessary and no time is too small, the PTA really does make a difference.”* **Rachel Jacques (former Chair and Vice Chair)**

*“I joined the PTA as I wanted to make a difference (however small) to my daughter’s time at Frogmore Infant School. I mainly help in the library and I volunteer my time at events. My daughter loves the fact I volunteer at her school and proudly tells her friends, ‘that’s my mummy’. My joining the PTA has had the desired effect in that it has been a positive for my daughter’s schooling experience. I’ve also met some lovely friends along the way.”* **Trudie Norton (former Volunteer)**



*“I volunteered as I didn’t really know what the PTA did so wanted to find out. Also I made some really good friends through the PTA. I was surprised to find out that you really don’t need to give much time – if every parent could offer even just 30 minutes once a school year we would have enough helpers for every event. It’s rewarding to see the Children’s faces when you provide something new for them.” **Tracy Harvey (Patron)***

*“I attended the AGM when my son started in year R and it was from listening to the outgoing Chair speak, that I was inspired to attend the first PTA committee meeting to find out a little more about the PTA. She commented that as a part-time working mum only able to undertake school drop-off/pick-up a couple of times a week, she found being on the PTA a good way to stay connected with what was going on at the school. The committee made me feel very welcome, especially as the only newbie in attendance at that first meeting. In that first year I found volunteering for the PTA very rewarding and was grateful for the opportunity to be involved in discussions with regards to planned events and how PTA funds should be spent. At the next AGM the current treasurer had to step down due to personal commitments and I stepped forward to take on the role; I have thoroughly enjoyed getting involved in the financial aspects – it is a lovely feeling countersigning a cheque for expenditure that makes such a difference to the school and that the PTA made happen!” **Gemma Jenkins (Treasurer)***

## **What the PTA means to our school**

Our PTA makes an enormous contribution to our school by creating exciting fundraising ideas, developing extra-curricular activities and fostering greater parental involvement in school life. Not only do the PTA raise money to purchase additional resources to support children’s learning, their help at school events means that we can offer a wide range of activities that would not be otherwise possible.

We are very fortunate at our school to have a really active PTA that is and has been such an integral part of the school community for many years. In its time the PTA has raised thousands of pounds, which have been spent on improving equipment, buildings, resources, supporting class visits, all to enhance our children’s education.

But our PTA is about much, much more than just fundraising. The PTA exists to provide closer links between home and school, and it is an excellent way to bring staff, parents and friends together socially in support of the school, working towards a common goal. It is fun too – just ask any of the PTA committee members or helpers.

Please come and join us to help and support your school.

**Jill King**  
**Headteacher**

## Appendices

### Appendix 1 – Name Label Commissions

All school uniform needs to be labelled with your child’s name to help misplaced items get reunited with their owner! We have a number of commission based arrangements with companies supplying name labels as detailed below. It costs you no more than you would have originally spent but gives a little back to the school.

#### My Name Tags

This website allows you to personalise both name stickers and iron-on name labels with options to choose font colour, background design and a picture – a lovely way to get your child involved in getting ready for school! Please use school ID 19075 on checkout.



<https://www.mynametags.com>

#### Stampastic

This website allows you to create a personalised stamp usable on most fabrics, metal, wood & some plastics. The stamp is made as a transparent block for easy and accurate positioning. Please use reference GU170NY when ordering.



<https://stampastic.co.uk/>

#### Stikins

This website allows you to create a simple stick on label in black text on a white background that is suitable for clothes, shoes and lunchboxes. Please use reference 35362 when ordering.



<https://www.stikins.co.uk/>

### Appendix 2 – Hart Lottery

Hart Lottery is an exciting weekly lottery that raises money for good causes in Hart. Tickets can be purchased for £1 a week for a single month as a one-off purchase, or on an ongoing basis by direct debit.



Our cause page can be found at the below link:

<https://www.hartlottery.co.uk/support/frogmore-infant-school-pta>

## Appendix 3 – easyfundraising

Calling all online shoppers - easyfundraising turns your everyday online shopping into free donations for the school. Just start your online shopping first at easyfundraising, then shop as normal. The retailer will then make a small donation to say “thank you”. A short video explaining how it works can be found here:

[https://www.youtube.com/watch?v=Sn2dsQGAe\\_w](https://www.youtube.com/watch?v=Sn2dsQGAe_w)

**Please sign up by using the following promotional link for a chance to boost our donations – those who register through the link below will earn a £5 bonus donation for the PTA from easyfundraising once they’ve reached £5 in donations raised through their online shopping:**

[https://www.easyfundraising.org.uk/support-a-good-cause/step-1/?char=14900&invite=3FM5A7&referral-campaign=c2s&utm\\_source=raisemore](https://www.easyfundraising.org.uk/support-a-good-cause/step-1/?char=14900&invite=3FM5A7&referral-campaign=c2s&utm_source=raisemore)

and then when you arrive at the homepage please enter “Frogmore Infant School – Camberley” in the search box.

Please feel free to share this link with friends, family and colleagues....every penny makes a difference!

## Appendix 4 – Co-op Community Fund

Frogmore Infant School PTA have been chosen as one of the causes for the Co-op Local Community Fund for the funding period running from 23 October 2022 to 21 October 2023, to raise money to improve the outdoor play area at the school.

If you shop at Co-op please log into your account from the link below and select your preferred charity as Frogmore Infant School PTA. 1% of your eligible spending during the funding period will then be awarded to the school. You can check our progress on funds raised by clicking on the below link, which will take you to our cause page.

Don’t forget to ask your friends and family to select us as their preferred charity as well - they don’t have to live locally to be able to support us!

<https://membership.coop.co.uk/causes/70894>



## Appendix 5 – 2<sup>nd</sup> Hand Uniform Sales

We periodically hold second hand uniform sales and will give a shout-out shortly before to request any donations of clean unwanted uniform. Clean unwanted uniform can also be donated at any time by dropping it into the school office. Thank you for your support with this. If second hand uniform is needed in between sales please contact the school office to check on availability. Our current price list for second hand uniform is shown below:

Coats	£5
Book bags	£3
Winter Dress/Summer Dress	£2
Jumpers/Cardigans	£2
Shoes/Plimsolls	£2
Trousers/Skirts/Shorts	£1
Polo Shirts	50p
PE Kit t-shirts/shorts/jogging bottoms	50p

## Appendix 6 – Clothes Recycling

The school has a recycling bin situated at the far end of the staff carpark which accepts donations of clean useable items as shown below:



### Accepted Textiles:

Wearable clothes  
 Wearable paired shoes  
 bed sheets  
 towels  
 soft toys  
 fashion accessories e.g. ties and belts  
 Handbags and bags.

### Please note the following items are NOT accepted:

Duvets both synthetic and feathered  
 Pillows & cushions  
 Carpets & Rugs  
 Soiled or wet clothing  
 Workwear  
 Shredded or mutilated textile material  
 Textile off cuts, yarns or threaded material

The school receives money for the donated items based on their weight so please keep those donations coming!

## Appendix 7 – Cash4Coins

We are now able to raise funds for the school through the sale of unwanted currency to Cash4Coins, whether it is obsolete currency or left-over change from holidays or business trips that cannot be exchanged at a British Bank or Bureau de Change, please send it in to school!

Most people have some old foreign currency, either notes or coins and perhaps some old UK or Irish decimal coins. It sits in pots and drawers and is unlikely to be used again, especially if it is from countries where the currency has become the Euro. So seek out those old Spanish Pesetas, American Dollars, German Marks etc, literally anything, even obsolete currency can help and send in your donations to school...and don't forget to ask your family and friends!



## Appendix 8 – Water bottles and lids

Pupils are required to bring in a water bottle every day to provide easy access to water throughout the day. Water bottles (£1.50) and replacement lids (50p) are available from the school office in a range of colours!

