

Friends of St Bartholomew's Association

FOSBA



## Your PTA: Who we are and what we do

This booklet aims to give you all the information you need about our Parent Teacher Association (PTA), known as FoSBA. If you have any questions, or just want to say hi, you can reach us at:

[hellofosba@gmail.com](mailto:hellofosba@gmail.com)

# Hello!

The FoSBA Committee is made up of volunteer parents and teachers and we offer a warm welcome to anyone who wants to join us. We hold one meeting per term, at the school, if possible, or over Zoom / Teams. Look out for the invitation and come along to find out more about what we do and how the skills you hold can help us raise valuable funds.

The Executive Team leads the Committee's activities and we're always interested in ideas and feedback.



Jenny Elsmore  
Chair



Lizzie Antill  
Deputy Chair



Sophie Noctor    Ines Tunga  
Secretary



Kathryn North  
Treasurer

Join our [Facebook group](#) to be updated with the latest news and community chat. 

# Raising Money to Support our Children's Education

Over the past five years FoSBA has raised over £70,000 through fun and inclusive events designed to foster community and deliver value for money.

The school has ambitious plans and is never short of ideas to improve the children's educational experience. Our Constitution commits us to spending money on things that will **benefit the children directly**. We fund everyday learning and special projects including archaeology collections, outdoor play areas and equipment, musical instruments, and math resources to name but a few.

In addition, committee members collaborate with school staff to secure funding from organisations such as Awards for All, Tarmac, Tesco, Loughborough University, and Waitrose.

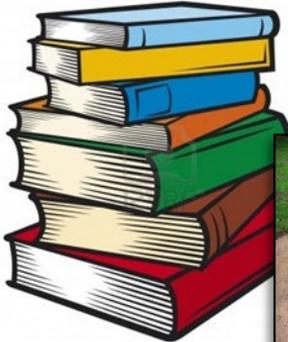
But FoSBA is about **more than just fundraising**. It provides closer links, between home and school, and it is an excellent way to bring staff, parents, and the community together in support of the school. Even during lockdown we have organised a range of social events, for children and parents, to strengthen the bonds of our school community.

The children are also involved in school fundraising and sharing ideas through **Mini FoSBA**. The children's contribution to ideas and involvement with events is a great way for them to be directly involved in their education.

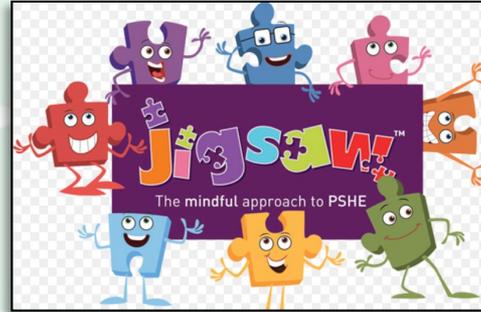
# Some of things we've funded

PTA funds are not spent on improving the fabric of the school building; as this is the responsibility of the school Governing Body. Instead, we support the school on 'special projects' which will enhance the children's education.

Evidence of this work can be seen in the Badger Trail, classroom tablets, new reading books, the outdoor learning spaces for KS1, and resources within classrooms for all subjects.



Outdoor learning spaces for KS1



New tablets for classrooms



Personal, social & health education materials (Jigsaw)



# We Run a Variety of Events

In a normal year our most anticipated events are the Summer Fete, Christmas Bazaar, and Children's Discos.

During the pandemic we've innovated and held online activities for the whole family. Fundraisers such as the Christmas and Easter raffles, Christmas gift boxes, the magic show, and smaller events such as the Mothers' Day sale, have been especially popular.

Our online shopping portal held a virtual Christmas Fair in support of FoSBA....



... businesses also donated prizes for raffles at Christmas and Easter



An online show with magician Matt Fell



Keeping active on the Valentine's trail



Support from our community helped deliver free online activities during half term



Funding from corporate community donation schemes has also become an increasingly valuable income stream and we would encourage all parents to check whether their employer operates such a scheme.

We have developed strong links with the local community and are well supported by local businesses, and parents with unique skills to share, for which we are very grateful.

# How to get involved

You automatically become a member of FoSBA when your child joins the school.

You can volunteer to be a Committee Member; helping plan and deliver events, during the year, in whatever way you can.

But...you don't have to be a committee member to join a meeting and share ideas! We love new energy and suggestions so join a meeting or you can reach us at [hellofosba@gmail.com](mailto:hellofosba@gmail.com).

Joining your PTA is about more than just fundraising; it's a great way to meet your future best mates, learn new skills, support a charity and become involved in your local community.



*Committee members at the 2019 Christmas fair, taking part in the Wolf Run, and going retro at the family disco.*

Do you have a skill, profession, hobby, or passion that could be of use?

We rely on the 'hidden army' of specialists that help to run the charity, committee, and events. If you are good with spreadsheets, or can take notes, can help with reporting, create an advert, generate ideas, lead a team, or provide any skills relevant to the roles on the next page – we'd love to hear from you!



And finally, if you are not able to volunteer we are always extremely grateful to receive donations! You can donate directly by through our page on [JustGiving](#). Thank you.

# Committee Roles

Role	Activities in brief
Chair (Executive Committee role)	Chair meetings, strategic view of events across the year, ensures all events have sufficient support, principal point of contact with the school.
Deputy Chair (Executive Committee role)	Support the above role. Co-ordinate the annual review of policies and procedures.
Secretary (currently a joint role) (Executive Committee role)	Minute taker at meetings and record keeper. Support to executive committee and assist with events when able.
Treasurer (Executive Committee role)	Keep a note of expenditure and income (for reporting to the Charity Commission). Operate the bank account, reimburse committee members' expenses. Liaise with the accountant to verify the records.
Social Secretary / Communication Lead	Create posters for events, prepare information sheets, communicate with the school office. Create a monthly FoSBA newsletter.
Online Shopping Portal Support	Team in support of new ideas and organisation of the online shopping portal.
Event Team members	As volunteered for each event. Plan dates, liaise with school, purchase stock, communicate with parents, conduct risk assessments & prepare event plan.
Bar Team	Obtain licenses for the events and liaise with Event Teams regarding use of the bar.
General committee member	Attend meetings when able, assist with events when able, and liaise with other parents in your child's class regarding events (especially if you are a year representative).

# Some Important Information

## How We Share Information

 We have a FoSBA page in the school newsletter and a [Facebook page](#); a great place to chat and keep informed. We have policies covering safe use of social media which are available on request.

## Parent Teacher Association UK

 We are a member of PTA UK; the national charity supporting PTAs. We pay an annual membership fee which provides benefits including insurance cover, support and advice.

## Why Are We a Registered Charity?

-  We can raise funds more easily from grant giving trusts, local businesses etc and take advantage of charity matched giving schemes.
-  It is a legal requirement that we are registered with the Charity Commission and are bound by their rules and our Constitution.