

## Felsted Primary School PTFA Annual Report for the AGM

### Wednesday 22<sup>nd</sup> March 2023

The Felsted Primary School Parent Teacher and Friends Association (PTFA) is a charity which is run by a committee elected each year at the Annual General Meeting. The committee currently consists of:

Chair                Sue Powell

Secretary         Sarah Gittins

Treasurer         Kat Hales

There are also committee members, made up from parent members and staff. The objectives of the PTFA are to advance the education experience of the pupils by providing and assisting in the provision of extra resources and to foster more extended relationships between the staff, parents, pupils, and others associated with the school. The general ethos of our PTFA has been to encourage a fun culture with maximal student engagement whilst also raising funds for the above objectives.

As a registered charity we are regulated by the Charities Commission with the following Trustees: Mrs Collins and Mrs Powell.

### Summary of the year since last AGM (25<sup>th</sup> March 2019)

2022/23 has seen us resume “business as usual” with Covid restrictions being lifted and we have been able to run a number of events after a quiet few years. With a somewhat small PTFA we have been able to do a great deal.

Last Easter saw the return of our annual Easter egg hunt, and this was a huge success, raising £612. We were almost over run exchanging tickets and then eggs but this showed how much families were happy for events to be back. Very different from March 2020 when I remember selling the Easter eggs from the back of my car!

We ran a pop-up Father’s Day shop in June selling cards and gifts after school. This was great fun and raised £103.

We were asked to represent the school at the Felsted Village celebrations for the Queen’s Platinum Jubilee. We were blessed with good weather and our stalls (especially the stocks) were a huge success. Children were able to parade carrying the school banner and it was a fabulous day and evening to remember. We ran a competition to design a portrait of the queen and FPS pupil then switched on the fireworks. All artwork from the children was displayed at the event for all to see. This even raised £557.

We managed to support the new summer music concert and Sports day on a very hot day and regularly sold Ice creams after school and at Stay and Play on an Ad hoc basis raising £790. We look forward to restarting this when the weather improves to give the ice cream van a run for his money!

Since returning to school in September, we have held a second Inflatable Bounce session after school. This was well supported and raised £228. We seem to struggle with volunteers at this event to help

man the inflatables, but we were able to run our own first aid cover this year saving us money. Outsourcing food to CM6 Ices seemed a good idea.

For the adults we have offered another Quiz night in October. Fish and Chips as well as a raffle completed the evening. This was great fun and always very popular with the regulars raising £500.

We were able to hold a successful disco at Halloween raising £353. We asked Reception and Year 1 for a voluntary contribution towards the disco as this happens during the school day and this helps with our expenses. We ran a tuck shop which the children enjoy, although it can be manic at times. The children enjoy these discos, and they seem to happen almost seamlessly.

We created Felsted school canvas bags complete with every child's portrait on. Despite ordering the minimum quantity of these, we still have lots to sell and will aim to do so at our future events.

The Christmas Bazaar was a great hit with the Children and mainly thanks to an amazing raffle, raised a fantastic £1,845. A great effort. Children loved the snow globe and the cosy grotto.

Before half term, we trialed a new Movie and Munch where children stayed after school to watch a film and snack on Popcorn and squash. This was a fabulous event, and the children were so well behaved. Feedback would suggest we will hold this again in the future. It raised £310.

Finally, our most recent initiative was to hold a pop-up Mother's Day shop during the school day whereby children could shop independently to buy gifts for their loved ones. The gifts were wrapped and labelled and sold out by lunchtime meaning a re-stock and re-wrap before the afternoon. This was not intended to raise heaps of money but still earned us £192.

I continue to promote our Easyfundraising account which supporters can use when shopping online to raise money for the PTFA.

Unfortunately, The Essex Lottery has been on hold for the past year due to some issues with Essex County Council but this will raise us approx. £1000 when back up and running.

Also, Amazon smile has sadly come to an end and therefore our revenue with cease from this avenue.

Bags 2 School continues to work well once or twice a year and raised £296 last month.

### **Sustainability**

We have managed to support the school in its pledge to be more Eco friendly by no longer using single use plastic cups at any of our events. We have a stock of reusable cups which we now use. We ran a competition for the children to donate old mugs for the same purpose with hot drinks. We no longer purchase cardboard cups and plastic lids and use our own crockery. We have supported recycling with Bags 2 School as well as the costume swap shop and second-hand Christmas jumper sale at the Bazaar. There remains more to do on this front as we move forward and will hope to reduce plastic waste (toys and prizes) and recycle as much as possible at our events.

## **Other Initiatives**

We attended the new Reception parent evening before the summer to gain new PTFA supporters and members and gifted all new reception children with a book before starting school. We also made and distributed new parent kits on the first day of school at Felsted Primary school. The feedback on this was positive.

I have worked hard to bring the PTFA into the 21<sup>st</sup> century in setting up the hardware and software to receive card payments. This has had a huge impact on us being more accessible for parents and carers to pay by card or apple pay. This has also meant we can set up an online shop and sell tickets and items in our sleep! This has reduced the work we ask Jayne to do and increased sales. The next step will be to move to ticketless software for the Fireworks later this year.

Facebook sometimes feels like a full time job in itself to promote our events to parents and carers, however, we are also thankful for the school allowing us to use Tapestry and email/text when necessary.

The PTFA are proud to provide and decorate a real Christmas tree again for the top playground and to arrange for Father Christmas to visit each class, donating every child a book at Christmas.

## **Expenditure for 2022 year**

This year the biggest expenditure by far has been on a new library book provision in the school (£1,050) as well as the usual trip to the theatre to see the Pantomime in Bishops Stortford (£1,200). We have already booked a trip to the theatre for December 2023. A new expenditure was to help fund the whole school trip to Frinton (£1,287) which was a fabulous day which all children enjoyed.

We have supported the year 6 leavers with a contribution to their end of year party.

We used the £1000 we received from the Tesco Groundworks grant to pay for Astro turf in the wellbeing courtyard.

## **Future Events**

- Easter Event March 23
- Summer Fete June 23
- Fireworks Nov 23

## **Thank you's**

I would like to thank Mrs Collins for her support over the past year. Mrs Turney has been fabulous in the office and always helps at the drop of a hat with printing, selling tickets and counting floats. Graham Fleuty has been fantastic in his role as caretaker helping with moving table and chairs as well as facilitating logistics at any of our events. Without the teachers and LSAs continued help at events, we wouldn't be able to work. We'd also like to thank Jane in the kitchen for allowing us to use the kitchen when needed.

Kat Hales and Sarah Gittins for their valuable contribution as committee members over the past several years.

Colin for DJ-ing at our discos for Halloween.

Mr Ivey for helping with audio-visual at our events.

CGM garden Management for donation of a Christmas tree once again.

Our Quiz master Bryan Grimshaw.

All the local companies who continue to support our events with Raffle prizes.

Moving forward we are always looking for new committee members. Many hands make light work, and we would be particularly grateful for someone who may be able to take charge of promotion. This is a vital role for the fireworks which have been booked for November.

I would also like to invest in new gazebos for use at 2023 events and investigate the possibility of a new noticeboard to promote our events and hard work. Initial investigation into costs has left me somewhat shocked.

Finally, I would like to thank every committee member (you know who you are) who help continuously when I ask for support.

COMPILED BY SUE POWELL, MARCH 2023