

# **The Annual Report for The Northmead Supporters Team (NST) 2018-2019**



## **Introduction:**

The Northmead Supporters Team is the name for the Parent Teacher Association (PTA) for Northmead Junior School in Guildford, Surrey. The school has had a PTA for many years, however in 2018 the NST became a separate organisation from the school due to the school joining the Athena Trust. This has required us to adopt our own constitution to guide practice and provide insurance, elect trustees (Chair, Secretary, Treasurer and Staff Member), and set up a bank account. The NST committee elected to adopt the constitution of Parentkind and open an account with the Metro Bank. During the year, the NST successfully became a registered charity (Charity Number 1182401 registered in England and Wales). The changes have required us to produce our own guidelines and risk assessments for our events and activities, all of which are held within the school grounds.

## **Our purposes:**



To provide:

- 1) **Community**: by developing and maintaining effective relationships between the children, staff, parents/guardians and others associated with the school,
- 2) **Resources**: both financially and practically, to enable additional activities, facilities or equipment which support the school and enhance the learning opportunities of the pupils.

## **Members:**

All parents or guardians of a child or children, and all Northmead Junior School Staff are automatically members of the Northmead Supporters Team. This is explained on joining the school community.



We hold our annual general meeting as part of our committee meeting in September. During this our annual financial report and general report is shared, plus the trustee positions elected for a year's term at a time.

We hold regular committee meetings open to all members to reflect on activities past, plan future events and purchases, discuss our income and expenditure, and ensure we are remaining true to our purposes above. There are additional meetings once a half term with the school leadership and the trustees, plus sub-committees that meet to organise individual events or projects.



## **Communication:**

This takes place in various forms as well as person to person:

- Newsletters and flyers out to every child in the school, also displayed on our noticeboard and the school website.
- Electronic news and reminders
- Information on our noticeboards
- At meetings
- Through social media, currently our email address, Facebook and WhatsApp

### **Activities:**

The period September 2018 to present has been very busy for the new trustees as key members of the NST left after many years of service, plus there has been considerable administrative changes to undertake. The NST is fortunate to have a small core of very committed parents and staff who regularly attend meetings, organise and help out at events. All are volunteers and the NST would not be successful without this level of support and dedication. We are also very well supported by the school's administrative and kitchen staff, who lighten the load considerably!



We have been keen to incorporate the school Wellbeing Focus into our activities, and to ensure that all children can access our events regardless of circumstances/needs. Some of our events are run with the focus more on community building than raising money.



Each school term sees a large fundraising event; our Bonfire and Firework Evening, and three school fayres. We also put on the Film Night, School Disco's, Parents' Quiz Night, Tuckshops, Second-hand Uniform Sales, Sponsored Events, Grounds Tidy and Clear up Days, Raffles, Clothing Recycling, Easter Challenge, Games with Picnic, The Hub (a lunchtime alternative zone), and provide refreshments on various occasions.

As well as organising the above events, the NST has ongoing regular financial commitments to the school that are funded by the money raised:

- Parentkind annual subscription
- Termly Extra-curricular Days
- Workshops for each school year group
- Enrichment Week (in the Summer term for the whole school)
- Audio-visual licences
- Small lotteries licence (for raffles) and Temporary Event Licences
- St John's Ambulance (for larger events)
- Young Carers Club (every half term)
- Guinea pig food and resources.



### **Funding:**

The NST's activities have generated over £13,000 in funds for the school. Fuller details of our income, expenditure and profit can be found in the Treasurer's Annual Financial Report.



Requests are made by staff, children and parents for funding for activities and resources. We actively seek and encourage ideas through our newsletters, questionnaires (to children, parents and staff), 'Wishlists', and during committee meetings. Members are reminded regularly how to get in touch with us.

We have been able to purchase this year in addition to running the events and activities:



- Tablets for every class and the library, plus stands
- Replaced Laptop batteries
- Gazebos
- Playground equipment and storage
- Repairs and refills to the sandpits
- Parasols and stands for the outside seating areas
- Decorated the staff room
- Fees for the Chess Challenge Uk
- Rockstar props for times table learning
- Skipping workshops for the whole school
- Christmas book for every child
- Ice lollies for sports day
- Painted shed

**Our challenges ahead:**

- To continue to fulfil our purposes and be creative in doing so.
- To recruit volunteers to help e.g. to prepare and plan events, research resources, set up, run and pack down for events, take on trustee roles. This is an ongoing and continuous task.
- To balance the communication needs of parents – those who want more and those who want less!
- To be as sustainable in practice as possible e.g. reducing the use of single use plastic, minimising waste, ensuring waste from our events is sorted and recycled where possible.
- To make the process of requesting funding from the NST as simple as possible for both the school and our treasurers. To incorporate Gift Aid where possible to enhance our fund raising.
- To have fun, make new friends, and enjoy seeing the childrens' smiles while doing all the above!



**Contact details:**

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