

The Friends - 2024 Annual General Meeting (AGM)

Dear Parents and Carers:

We would like to give you notice The Friends of St Edwards Annual General Meeting (AGM) which will take place on Monday 7th October at 6pm in the new hall at school.

The Friends play an important role in the school community and all parents, as automatic members of the Friends, are invited to attend.

This is your chance to:

- Elect The Friends Committee members (all positions are 1 one-year term)
- Be informed how the fundraising have been used for the benefit of the children at our school
- Fundraising target and activities for next year

We are inviting nominations for the following posts, which can be co-shared:

Chair: The Chairperson's main responsibilities include running all Friends meetings, overseeing any event sub-committees and maintaining the momentum for fundraising throughout the school year.

Vice-Chair: The Vice-Chair co-ordinates teams of volunteers and acts as deputy to the Chair, particularly to progress broader Friends initiatives.

Secretary: The Secretary's roles are minute taking at meetings, producing and distributing all Friends paperwork, advertising events where appropriate and general administration tasks.

Treasurer: The Treasurer is responsible for coordinating and recording all Friends' monies including float provision, banking monies and producing regular simple accounts.

Event Organisers: The event organisers assist on fundraising activities in the school, being active members of the committee, bringing ideas and helping to coordinate tasks.

Pre-Loved Uniform Coordinators: The Pre-Loved Uniform Coordinators deliver uniform online sales and on events and manage its distribution to parents and carers.

We wouldn't want to compromise the fundraising events which provide important revenue for school equipment, learning opportunities and so much enjoyment to our children so please come along and let's make a difference.

If you're interested in putting your name forward for any of these posts or need some more information, please email friends@secfs.org.uk

We look forward to seeing as many of you as possible.

Thank you in advance for your support.

Best wishes,

The Friends of St Edwards Catholic First School