



DOVEDALE PRIMARY SCHOOL Willows Academy Trust



Aiming High Together

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Date: 16th June 2021

Dear Parents/Guardians

PTA Annual General Meeting (AGM) 2021

We would like to give notice of the AGM of "The Dovedale Associate", to be held on Monday 28th June 2021. The meeting will start at 7.30pm and will be held at Long Eaton Rugby Club in the clubhouse on West Park Long Eaton. Parking is available in the main West Park Leisure Centre car park and refreshments will be available from the bar at the club.

The PTA plays a vital part in the school community and all parents, as members of the PTA, are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the children/students at our school.

The PTA supports the school in many ways. We provide funding each year for the year 5 first aid training. Each class and each year group get an annual cash allowance (£50 & £200 respectively) which is used for activities or to subsidise school trips. In non-pandemic years we run discos at various points throughout the year and host summer and Christmas fairs. We also support the school on larger projects with the new trim trail and outdoor classroom both having been funded by the fundraising efforts of the PTA. For each of these projects around £10,000 was raised.

The AGM is an opportunity for you to elect the PTA Committee, who represent the association throughout the forthcoming year. Nominations should be sent in advance of the AGM for anyone wishing to stand for the first time as an Officer or Ordinary Committee Member. Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the PTA of their intention to stay in their role.

There will be several existing committee members who are not able to stand for re-election this year. Many have served the PTA in key roles for many years and their children have now either moved or are moving to secondary school. As well as nominated committee members we also need to increase our numbers of willing volunteers to help at events. Things like running a sweet stall at a disco, managing a stall at one of the fairs and selling raffle tickets at a Christmas concert.

If you would like any further information about being a committee officer or an ordinary committee member and what each role entails, please speak to Helen Jack our current Chairperson via dovedaleassociation@yahoo.co.uk. As our PTA is a registered charity, all committee members automatically become Trustees of the Charity. Before submitting your nomination, please read the Charity Commission publication 'The Essential Trustee – What you need to know (CC3)'. A copy of the booklet can be found on the Charity Commission website.

If you are interested in standing for a committee officer or ordinary committee member role, please email dovedaleassociation@yahoo.co.uk by 12.00 noon on Thursday 24th June.

We look forward to seeing you on Monday 28th June.

Kind Regards,

Helen Jack - Dovedale Association Chairperson (Reg charity no – 1039665)



Company Name: Willows Academy Trust (www.willowsacademytrust.co.uk)

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