

2 October 2015



Dear Swallowfield Parents/Carers

PTFA AGM – THURSDAY 15 OCTOBER
Venue: Nonnas, The Square, Woburn Sands, Milton Keynes MK17 8SY
7:30 pm, for AGM start at 8:15pm

This year we will be holding our PTFA AGM at Nonna's, Woburn Sands so that it is a social event as well as a celebration of last year's PTFA hardwork. Nonna's will have an optional Special Offer that evening of a sharing platter plus drink for £12 each. It would be helpful to know food orders in advance, so please let us know if you would like to order at swallowfieldptfa@hotmail.co.uk.

All parents/carers are members of the PTFA and the Annual General Meeting is a great chance to meet others and see what goes on. Feel free to pop in from 7:30 pm to find what we've been up to and show your support.

With our PTFA Annual General Meeting drawing closer, I'd just like to say a few words. I joined the PTFA when my eldest, Evan, was in Busy Bees. Being new to the area, I wanted to join the team and meet new people. That was nearly five years ago and I've thoroughly enjoyed every bit of it. I've made many new friends, seen the committee grow and it remains a fantastic, supportive, dedicated and successful group.

I became Chair two years ago, when I was working from home and as such was able to get involved in the majority of our fundraising events and wider activities. Whilst my commitment to the PTFA remains, this year I have had to rely on the larger committee to fulfil many of the tasks I once did.

Sadly it is time for me to step down and hand over the baton to somebody new. It's a great opportunity for someone and the role is only as big as you want or are able to make it.

We are open to having a number of Vice Chair's, each with their own responsibilities and we already have many members who are tasked with certain jobs - therefore providing a broader support network.

So have a think and if you feel you are able to take on one of the Vice Chair positions or become Chair, please give me a shout I'd be happy to chat to you and answer any questions.



Nominations for PTFA Committee

The PTFA is always pleased to welcome volunteers; maybe you have experience or skills that would be useful; perhaps you would like to arrange an event that interests you, or to help out at certain events; or maybe you could source some raffle prizes. You can choose to be involved in one event a year or just be an extra pair of hands – every little helps!

The current roles are as follows:

Chair	Becs Coles *
Vice Chair	Claire Smith *
Secretary	Rachael Connall and Sally Millett *
Treasurer	Claire Sim
100 Club	Hilary Cox
Mathletics Co-ordinator	Claire Sim #
School Clubs	Caroline Northey and Ali Gallacher
Newsletter	Claire Smith * and Nicola Scholfield
Communications <ul style="list-style-type: none">◦ Website◦ Facebook Admin◦ Email database◦ School Liaison	Claire Smith *
Events	Nicola Patel
External Relationships	Hayley O'Brien
Lost Property	Hilary Cox
Class Reps	Two for each school year, including Busy Bees

* **Not standing for re-election**

Role no longer exists

If you would like to find out more about any of the above roles, we would love to hear from you. Contact us via email swallowfieldptfa@hotmail.co.uk, the Facebook Group or come and talk to us in the playground.

Thank you to everyone who has supported and encouraged me during my time as Chair and I look forward to us continuing all the good work for the school.

Regards

Becs Coles

Chair

Swallowfield Lower School PTFA