

Help Friends of EP School Flourish!

We are starting to plan for the future of the Friends of EP School to make us a stronger organisation so we can better support the school, teachers and our children. We need to create a Committee, then we can become a proper organisation and open a bank account. In the future, we will be able to manage our own finances and apply for grants to support specific projects.

We will need someone to fill each of the roles described below and we will be deciding this at our meeting in May on Thursday 17th May 2018. If more than one person puts themselves forward for a role, we will have a vote at the meeting.

To put yourself forward for one of the Committee roles, please let the School Office know via email at school.office@lanchesterep.net with your name, contact details and the position you would like to stand for, by **the end of the school day on Friday 27th April 2018**.

Chairperson

- Responsible for chairing meetings, allowing fair and open discussion and keeping to the agenda.
- Ensuring that decisions taken at meetings are carried out.
- Ensuring effective operation of the Committee.
- Providing leadership.

Secretary

- Responsible for taking minutes of meetings and sharing these.
- Undertaking any admin work.
- Maintaining accurate records.

Treasurer

- Responsible for keeping accurate financial records.
- Providing financial reports, including preparation of annual accounts.
- Cash handling and banking.

Committee Members (number to be agreed)

- Come along to meetings and take part in discussions.
- Take on tasks as agreed and feedback.

If you don't want to join the committee, we always need other people to help out with events – just look out for our calls for help on the Facebook group. Please remember, anyone is welcome to come along to any of our meetings.

Since we set up the Friends in September 2017, we have:

- Held a very successful Christmas film and PJ party
- Set up a second hand uniform shop
- Run several stalls at the Christmas Fair
- Supported the school at several events
- Raised hundreds of pounds!

All the money we raise through our activities will go back into the school. We'll work with the School Council and teachers to make sure it is used in the best way possible.

Contact us to find out more:
Facebook/Friends of Lanchester EP School or kath.ivals@yahoo.co.uk