



Aldryngton School PTA

Registered Charity No. 1026094

c/o Aldryngton Primary School
Silverdale Road, Earley
Reading RG6 7HR

28 September 2015

Dear Parents / Carers

PTA Class Representatives

In response to demand from the parent members, the PTA will be introducing Class Representatives (CR) from October 2015, the role is summarised below:

- One Class Representative per class, usually from that class's parent body.
- Role lasts for the whole academic year.
- Provide a vital link between parents and the PTA Committee.
- Attend the PTA Committee meetings (usually two per term).

The support from this team of volunteers is particularly important when it comes to organising the PTA's main events.

As this is our first year of having CRs the role will evolve. However their primary role is to be a vital link between the PTA Committee and the parent body to achieve the following:

- Communicate parent's thoughts on spending proposals, events, new ideas for events and fundraisers.
- Help enlist volunteers for PTA activities.
- Communicate details of social events.

A full list of duties will be provided and lots of support given. It doesn't take very much time, is a really important role and lots of fun so please do think about volunteering.

If you would like to be more involved in the PTA but do not want a CR role, please remember that all members are welcome to participate in committee meetings and volunteers are always required at events.

NOTE: If more than one parent volunteers in a class, a vote will take place at the AGM and/or Committee Meeting to appoint the CR. Volunteers who are not elected will be given an opportunity to represent a class that doesn't have a CR volunteer.

A first draft detailing what the role will entail can be found on page 2 of this document. If you are interested in becoming a Class representative please come along to the PTA Committee meeting on Thursday 1 October or alternatively email the PTA.

PTA committee

pta@aldryngtonpta.com

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Skills Required

No particular skills required, helpful if candidates are at school frequently enough to know other parents, pupils and staff. CR role would suit individuals who are sociable and have good communication skills.

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