

# Kirkby-on-Bain

## Church of England Primary School



*'Learning together for life'*

**Kirkby on Bain Church of England Primary School**

**Wharf Lane  
Kirkby on Bain  
Woodhall Spa  
Lincolnshire  
LN10 6YW**

**Telephone:** 01526 352715

**Email:** [admin@kobps.lincs.sch.uk](mailto:admin@kobps.lincs.sch.uk)

**Twitter:** [www.twitter.com/KOBPrimary](http://www.twitter.com/KOBPrimary)

**Facebook:** [www.facebook.com/KOBPrimary](http://www.facebook.com/KOBPrimary)

**Headteacher:** Miss Georgina Day

**Chair of Governors:** Mr Paul Brewster

Monday 26<sup>th</sup> February

Dear Parents/Carers,

You are cordially invited to the Friends Annual General Meeting at 6pm on Tuesday 13<sup>th</sup> March 2018.

The Friends of Kirkby on Bain School was set up over 30 years ago with the objective of advancing "the education of the pupils in the school" and to "provide and assist in the provision of facilities for education at the school (not normally provided by the Local Authority)". We "assist in the provision of facilities" by raising money for the school to spend on whatever it needs.

To raise money for the school, our Friends organise a number of events across the school year and we are hugely appreciative of their hard work and commitment and your consistent support of those events.

Without this commitment and many parents contributing, organising, supporting and/or participating, these events would not go ahead, let alone be successful.

Since last year's AGM, Friends have raised £3960.13 through a variety of events. These have included: an annual summer fair, the 100 club, cake sales, discos, a movie night, Bags2School collections and quizzes/competitions.

During the course of the year, Friends have spent the money raised in a variety of ways including:

- WOW Days – £200 per class per year – in the past this has funded India days, Viking days, Roman days, Saxon days etc.
- Accelerated Reader – a contribution is made each year to provide the software framework that supports your child's reading. It provides reading quizzes on the computer that the children find fun and interesting and which develops comprehension and hopefully will encourage them to become avid readers.
- Books for the library – each month, Friends donates £50 to buy brand new recommended and award winning books (both fiction and non-fiction) to try to foster a love of reading in our children and to ensure we have a wide range of texts available in school.
- School Trips – Friends regularly make a contribution to school trips including paying for coaches to take our children to various locations including transport to the Christmas lunch and the pantomime.

Friends are currently fundraising predominantly to help support the development of a vibrant, inviting and inspiring school library.

Our Friends committee relies on collaboration and voluntary support so if you can help, all of us, especially our children would really appreciate it.

Everyone's contribution is important but we do also need certain people to take on specific roles within the committee. The people who currently hold these roles will step down at the AGM and the roles will then be filled again through nomination and seconding at the AGM.

The posts for which we would welcome nominations and a brief outline of what each role involves are detailed overleaf.

**Hope, Peace, Friendship, Forgiveness, Respect and Trust**

## **Chair**

- Chairs the meetings
- Co-ordinates the organisation of the Friends events
- Promotes the Friends both in and out of school
- Regularly liaises with the head teacher regarding how the money raised will be spent

## **Vice Chair**

- Supports the Chair in the above

## **Treasurer**

- Banking (logging monies coming into and out of the Friends accounts)
- Provides floats for events
- Pays invoices with either cash or cheque
- Keeps a spreadsheet of activities and monies raised
- Completes official forms (e.g. Charities Commission and ELDC Gambling Act forms)

## **Secretary**

- Takes the minutes at the meetings
- Circulates the minutes after the meeting and keeps a folder with a record of all the minutes taken
- Writes the Friends newsletter with contributions from others.

We would like to take this opportunity to thank everyone who has been involved in any of our events. We are very fortunate to have a group of parents who willingly volunteer to help out at events and continue to support Friends but the core team of people as detailed above are crucial to lead the Friends, helping the group and our school to flourish into the future. Any nominations should be made to Mr Paul Brewster, in person or written and handed in to our school office. Please let us know if you can get involved at all.

We hope you will be able to join us at this upcoming AGM.

With many thanks and kind regards,

*GDay*

Miss Georgina Day

**Hope, Peace, Friendship, Forgiveness, Respect and Trust**