



# TOLWORTH GIRLS' SCHOOL & SIXTH FORM

## PARENTS & FRIENDS ASSOCIATION (PFA)

### GUIDE FOR NEW PARENTS

Welcome to Tolworth Girls' School Parents & Friends of Tolworth Girls' School (PFATGS). As a parent/carer of a child at the school, you automatically become a member of the PFA. Hopefully this guide will help new parents to the school, to know more about the PFA, including background information, how the PFA works, roles, events that take place throughout the year and how you can help.

We are very lucky to have such a dedicated team of parents at school and would like to take this opportunity to thank all of those - past and present, who have provided such valuable support and assistance to the school.

#### Why do we have a PFA?

The main objective is to advance the education of the students of TGS. The PFA will:

- Encourage closer links between parents, students and staff at TGS
- Provide and assist in the provision of facilities, equipment or education not normally provided within the budget
- Engage in activities, which support the school and enhance the students' education
- Raise funds to enhance school life of the students attending the school, educationally, personally and socially

#### How the PFA works

The PFA committee meets on a regular basis, usually 6 times a year. Details of the meetings are notified on the school website([www.tolworthgirlsschool.co.uk](http://www.tolworthgirlsschool.co.uk)), the school newsletter "The Spotlight" and on the Facebook page.

The meetings are open to any parent who would like to find out more about the PFA, or become involved in specific events.

#### PFA roles

The roles can be quite flexible to suit individual needs and also new roles can be created for specific events, or when skills are offered. If you would like to find out more about what is involved in a specific role, please speak to anyone listed - we are always looking for new volunteers!! [TGS.PTA@gmail.com](mailto:TGS.PTA@gmail.com)

Chairperson - Julie Secrett (Rebekah Year 11)

Treasurer - Emmett Brosnan (Kaydance Year 8)

Secretary - Fungyee Lee (Year 7 & 9) Vasantha Samaranayakee (Year 8)

Vice Chair - Eugenia Andreadis (Isabella Year 10 & 7)

## How we raise money

It is more difficult raising funds in a secondary school, mainly due to the school covering a larger catchment area and more parents either going back to or increasing hours at work. However, like most PFA's the majority of our funds are raised through events that we run. Events are normally mapped out at the start of each academic year. Most events we have are a permanent fixture on the PFA/School calendar. However, we are always looking for new ideas from both parents and students and of course volunteers to run them. Our main activities are:

### **The Year 7 disco** - raises about £400/500

This is a chance for the students to get to know each other better and making new friends. Not all students come, usually half the year group. It is for Year 7 only and is at the beginning of the school year. Last year we had it in November but student feedback was to have it earlier so this year it will be held **Friday 5 October 2018 (7:00pm - 9:00pm)**. Year 7 teachers attend and we encourage Year 7 parents to help on the night. Tickets are sold via ParentPay. Drinks and tuck can be bought on the night. This will be advertised in Year 7 assemblies, form time and texts/e-mails are sent home to parents.

### **PFA Mufti Days** - raises £1680

We have two mufti days a year where students can come dressed in their own clothes as long as they fit the schools' mufti guidelines in exchange for £1.00. These dates will be **Friday 23 November 2018** and **Friday 15 February 2019**

### **Festive Foyer** - raises about £500

This is a mini fair which we bring to the students at break and lunch time in the foyer. There are hotdogs, doughnuts, drinks and crisps, festive sweets and cookies and small Christmas gifts to buy. This is advertised on the school website, The Spotlight, Facebook page, lots of posters around school, in form, assemblies, e-mail and text reminders sent home. We encourage parents to give the students some money to spend. There is such a good festive atmosphere. This is on **Friday 7 December 2018**

### **Easter Extravaganza** - raises about £500

This is exactly the same as the festive foyer but with an Easter theme. We specifically ask Year 11's to be involved and there is a massive Easter egg tombola which the students love. This is on **Friday 29 March 2019**

### **Family Quiz Night** - raises between £400/500

This is a very popular evening. We have kept it simple by bringing your own drinks and nibbles. We have a very special quiz master and assistant who organise the questions. There is a raffle on the night. There is a lot of healthy competition between the teachers! This will be held on **Friday 10 May 2019**

Other events have been Christmas markets, fashion shows, pamper evenings, concerts, car boot sales but this is all dependent on volunteer help.

The PFA also supports the school at other events on the school calendar such as the school open evening which you all probably attended before deciding which secondary school you wanted your daughter to go to. There are also the schools' Christmas concert and art exhibitions and online auctions.

## How you can get involved

There are lots of different ways you can help and support the school and children through the PFA. For example:

- Offering to help before events or at other times during the year is so valuable - it really is a case of “many hands make light work”. It does not matter if you cannot help on a regular basis, or even if you cannot come into school. There are always little jobs that can be done from home if you have half an hour to spare e.g. making/wrapping gifts, preparing raffle tickets, making sweet bags. We really could not achieve what we do without an unseen “army of help” that exists in school
- Volunteering to be a class rep or committee member or you can give some ideas for fund raising events
- Coming to a regular PFA meeting - all are welcome
- Letting us know if you have any contacts or skills we could use - everything is potentially valuable to us
- Donating a raffle prize
- Work for a company who are willing to match fund
- Shop through Easy Fundraising site and support TGS. Just look for Tolworth Girls’ School PFA - Surbiton (TGSPFA)

**And Finally** Thank you for taking the time to read this information. If you feel you would like to be more involved please contact the PFA