The Friends of St Paul's School

Every parent of a pupil of St Paul's Church of England VA Primary and Nursery School is considered a 'Friend' of St Paul's. Whilst it is recognised that most parents may be unable to attend regular meetings, they will always be invited to support the committee members of the Friends.

The committee members include the Chair of the Friends, the Treasurer, the Secretary, the Class Representatives (Class Reps) the Headteacher and a representative from the Governing Body. They will work in collaboration with the wider school and in line with the school ethos, to raise funds for the registered charity of St Paul's School.

Role Description – Class Representatives
Nursery to Year 6

1. There will be a maximum of 2 Class Reps per year group.

2. Those wishing to become Class Reps in September should make themselves known to the Headteacher and the Chair of The Friends by a given date in the month July.

3. Class Reps are expected to attend a monthly meeting – usually held on a Wednesday and in the evening. If they are unable to attend they must send another representative on their behalf.

4. Class Reps should create a contact list of all parents willing to submit their details. These will be used for Point 5.

5. Class Reps are responsible for disseminating appropriate information on the activities of The Friends to their parents. They are not responsible for fielding questions on classroom activities, or for collating opinions of the school.

6. Where a parent has a complaint about The Friends fundraising activities, Class Reps should refer the parent to The Friends email address and their complaint should be posed in writing to The Chair.

7. Class Reps are responsible for helping to coordinate agreed fundraising activities throughout the year. These may be whole school (Advent Market, May Fayre) or class related events (Christmas cards, School Calendars, Pancake Flip, School Disco). This is not the finite list of activities.

8. Where a Class Rep requires support – please contact the Chair of The Friends.