

Friends of Hayton School

Friends of Hayton School
Parent Teacher Association
Registered Charity No. 1029377

Date: 07/10/20

Dear Parents,

Friends of Hayton School Annual General Meeting (AGM)

We would like to give notice of the AGM of the *Friends of Hayton School* to be held on Thursday 22nd October 2020 @ 6.30pm.

The PTA plays a vital part in the school community and all parents, as members of the PTA, are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the children/students at our school.

The AGM is also an opportunity for you to elect the PTA Committee, who represent the association throughout the forthcoming year. Nominations should be sent in advance of the AGM for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time. Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the PTA of their intention to stay in their role.

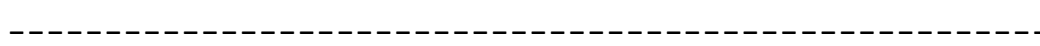
If you would like any further information about being a Committee Member, please email directly. As our PTA is a registered charity, all committee members automatically become Trustees of the Charity. Before submitting your nomination form, please read the Charity Commission publication *'The Essential Trustee – What you need to know (CC3)'*. A copy of the booklet can be found on the Charity Commission website.

Please complete the slip below and return by digital reply (scan or picture is fine) as soon as possible and return to hsmalley@hayton.cumbria.sch.uk. Please come along and join us to help support our school during this difficult time.

Kind Regards,

Helen Smalley

Chair of Friends of Hayton School PTA



I/We shall/shall not be attending the AGM Evening on 22/10/20 @ 6.30pm

Signed Print Name

NOMINATION FOR OFFICER/MEMBER OF THE PTA COMMITTEE

Nominee

For position of: Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [Circle one]

Nominated by Seconded by
[Please sign and print name] [Please sign and print name]

I (nominee name) agree to my nomination for the position of

Signed Date

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