



ST JOHN'S SCHOOL ASSOCIATION

Charity number: 1044213.

Dear Parent/Carer

You are invited to attend St John's School Association Annual General Meeting on Thursday 25th April at the school. Ask at The School Office for room allocation on the day.

SJSA are a charitable group established to raise money, support the school and make a difference for the children. We provide an opportunity for everyone to work together towards a common goal and is open to all parents and teachers - even if you only have a small amount of time available.

SJSA makes a strong contribution to the school, running educational events (and events just for fun!) like discos, cooking, the Christmas Shopping Event, The Winter Wonderland, filming the Christmas production and so on. We also provide assistance and refreshments at school functions such as the Sports Day and Summer Fete. In addition we directly support the children's educational development - for example with the construction of an amphitheatre and outdoor play areas, contribution towards the new library, the refurbishment of the Year 1 Quad, new netball posts, the Nursery climbing frame and much more!

This AGM will cover a report from the Chair and Treasurer and also see the election of Committee and Officers. Each of these Officer posts will be available for election. For those who would like to nominate themselves for these positions the following provides a brief outline of roles.

Chair - The Chair provides leadership for the Committee, sets the agenda for meetings and manages meetings in line with the agenda.

Vice Chair – Supports the Chair in fulfilling his/her duties.

Treasurer –The Treasurer is responsible for day to day admin of financial records and procedures as well as the banking and handling of money at SJSA events.

Vice Treasurer – Supports the Treasurer in fulfilling his/her duties.

Secretary - The Secretary is responsible for ensuring that there are effective communication links between Committee members and between the Association and the School.

Vice Secretary – supports the Secretary in fulfilling his/her duties.

Each year, as our children move on to secondary school we lose some valuable support. It is therefore important to remind you that **without a full committee SJSA will cease to exist after this AGM.**

If you are unable to attend the meeting but wish to express an interest in SJSA please either email me at office@hoveton-st-johns.norfolk.sch.uk or fill out and return the form below to the school office by Tuesday 23rd April.



SJSA AGM COMMITTEE MEMBER APPLICATION FORM 2019

Nominee's name who wishes to stand for Committee _____

Contact details: Email address _____

Telephone number _____

Seconded by _____
(must be an existing parent or staff member)

(optional) I also wish to stand for Committee Officer position of _____

Your support is valuable to our children.

Reagan Shipley
SJSA Chair