



# FRIENDS OF ST WERBURGH'S PRIMARY

RAISING FUNDS FOR OUR WONDERFUL SCHOOL

## OUR CLASS REPS

Our Class Reps are a crack team of friendly folk who provide a link between the Friends of St Werburgh's Primary PTA committee and parents / carers. They work wonders motivating families in their respective classes to get involved in our fundraising missions.

## WANT TO BE A CLASS REP?

Being a Class Rep is a fun and rewarding role; there's a great satisfaction to be had helping raise funds and fostering a sense of community within the school. We have a busy calendar of fundraising but – with 28 Class Reps working across the whole school – just a little time invested per event is all that's needed to make a huge impact.

There are two Class Reps per class (it's nice to work in a pair!), each committed to the role for the whole school year. The PTA Chair and the Class Rep Coordinator liaise with Class Reps regarding what needs to be done and when. Class Reps will communicate PTA information to parents / carers via face-to-face chats, WhatsApp, Facebook groups, etc.

Class Rep Qualities:

There's no formal person specification for the role, but ideally Class Reps need to be sociable, organised, and confident enough to ask other parents / carers to help with events. Being around regularly for drop-off or pick-up is useful too, otherwise it can prove tricky keeping communications flowing with other parents / carers.

Class Rep Responsibilities:

A Class Rep will –

- Foster general awareness and support of the PTA, its fundraising events and activities.
- Promote PTA fundraising events and activities to encourage attendance.
- Seek out volunteers for PTA fundraising events (to bake cakes, distribute flyers, staff stalls, etc).
- Coordinate a 'class stall' at our Festive Celebration and Summer Fair events.
- Attend PTA committee meetings, where possible, and read meeting minutes to keep up to date with planning.
- Pass on feedback from parents / carers to the PTA committee.
- Encourage parents / carers to 'like' and interact with our Facebook page.
- Other small ad-hoc duties such as putting up posters in class.