



Chairs Report 2022/23

Purpose of PFSA

The purpose of the PFSA is to organize fundraising events and activities to raise funds to provide facilities or equipment which support the school and advance the education of the pupils.

All parents, carers, grandparents, teachers and school staff are automatically members of the PFSA and anyone can volunteer at any time to support events and fundraising activities. It could be organizing whole events, being a class representative, volunteering for half an hour on a stand at the summer fair or sharing your skills e.g., communications or secretarial.

We have an elected core committee who manage all aspects of the PFSA. These positions are key and are held by volunteers. The current committee members are:

- Claire Lytle – Joint Chair
- Alison Stafford – Joint Chair
- Katharine Wiltshire – Treasurer
- Alex Greenway - Secretary

Other committee roles that were held during the 22/23 period were:

- Laura Lewis – stall organization
- Sonja Botha Roth – Uniform coordinator
- Phil Warren – Dad's BBQ Lead
- Gemma Steer – Promotion/Comms

This year the PFSA became a registered charity, The core committee members subsequently became the Trustees of the charity.

Summary of the Year

This year the PFSA has organised and delivered a range of events and activities to raise funds for the benefit of the school and its pupils. They have included:

- Christmas cards and gifts
- Christmas Market and Raffle
- Disglo
- Big Picnic and Raffle
- 2nd hand uniform
- Teas and coffees at school events
- Lottery
- Easy fundraising
- Match funding
- Set up Gift Aid.

To enable the charity to run appropriately, the Treasurer and Secretary developed a funding request form for use by anyone requesting PFSA funds.

The total income for the 2022/23 academic year (up to 31/07/23) was £22,285 with £18,524 generated from events. Expenditure for those events being £6,319. Events generated £12,205 surplus and the overall surplus £6178 after spending. The Christmas event brought in 45%, Big Picnic 29% and Disglo 28% of the total events funds raised.

During 2022/23, the funding raised has been used for grants and donations of the following:

- Infant Reading Books
- Recorders
- Development of the Willow Tree area into an outdoor classroom
- Development of the Allotment
- Sports Days Ice Lollies
- Year Group Fun Fund
- Year 6 leavers contribution
- Renewing PFSA Gazebos for use at the events
- Development of the Wellbeing Garden
- Sun Mosaic repair
- Event promotion
- Trophy for Sports Clubs

Challenges & Lessons Learnt

For the Christmas Market the PFSA circulated a survey to find out how people found the event, to enable improvements as required. 88% of those surveyed felt that the Christmas Market was either 'excellent' or 'very good' as an experience. The positive comments were great atmosphere, everyone enjoying themselves, costing was fair, BBQ super quick and tasty, fun family day, kids enjoyed working on the stall. There were a few negative comments such as not enough fun things for the children to do, more crafts for them, would be nice to have stalls selling things children have made, queues were too long-specifically the chocolate tombola, not enough vendor variety, and year 6 children signed up for stalls without checking with parents first.

These elements were incorporated into the organisation of the summer event, the Big Picnic.

Thank You's

We would like to take this opportunity to say thank you to the members of the committee who have managed to pull together events and activities despite full time jobs, children, family, and other commitments.

Further to the committee, we would like to thank Mr. Collins and Mrs. Spacagna along with the school community for their continued support and enthusiasm in our fundraising ideas.

We have also received many generous donations from local businesses, who have been individually thanked.

It goes without saying, that without all the PFSA helpers, who generously bake, man stalls, lend equipment, sponsor, donate and contribute, there would be no PFSA events and therefore, we look forward to continuing in 2023/24.

Final thanks, go to all members of the community who have attended and taken part in events, as without the money raised at these events, we would not have been able to provide the items purchased during 2022/23 academic year.

Plan for 2023/24

At the end of 2023/24 school year, we will be looking for new Chair/s and a secretary as the current incumbents will be standing down. To assist with this, we are moving to smaller teams of PFSA members to deliver key events during the 2023/24 school year, starting with the Christmas Fair. The joint Chairs will continue to have overview of all activities and will provide support as needed.

The key activities that are currently planned for 2023/24 academic year are:

- Christmas card design
- Christmas Fair/Market
- Disglo
- Summer Fair

There will be other events and activities, of which, we require support from the school PFSA community. If you are interested in the any of the key roles that we will be looking to replace at the end of the year, would like to take part in a different way or have any fundraising ideas, please contact the team on pfsa@stjosephsguildford.com

Claire Lytle and Alison Stafford
Joint PFSA Chairs
September 2023

