



Elton Primary School & Nursery

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Headteacher – Mr Kevin Manning

Our ref: PARL 0997

21st April 2022

Dear Parents/Guardians

As you may be aware, we are looking for parents who would be interested in taking over “Friends of Elton” which is the PTA style group that operates to support the school. This includes running events such as discos, film nights, Year 6 leavers evening, sleepovers, Christmas Fairs etc. Clare and Louise, who used to run the group, have now retired from their roles.

We have had an initial meeting with a new group of parents in which we discussed ideas and potential next steps. We would like to meet again on Thursday 5th May at 5pm at the school.

If you are interested in being involved in any way, could you please contact the school admin@elton.cheshire.sch.uk to let us know.

The “Friends of Elton” group will require some specific formal roles and rules. This will be the purpose of the next meeting: to nominate people for some specific roles and to look at agreeing a formal constitution.

The roles that we will be looking for could include a Chair, Vice-Chair, Secretary, Treasurer, Publicity Officer and committee members. See attached for a description of what the roles entail.

I understand that some parents would like to support the “Friends of Elton” group but don’t have the free time to undertake one of these roles. We would welcome any support from parents, no matter how frequent, and would encourage you to attend the meeting on the 5th May.

Many thanks to all the parents who came to our first meeting and so generously offered their time and support.

Yours Truly

Mr Manning

Head Teacher

