

## Secretary Report 2023-2024

### Membership and Communication

One key aim this year is to increase PTA Membership to support the existing members. A drive needs to be done to ensure that all the new parents to the school are aware of us. An idea suggested last year was to have a board on school grounds with all the information and upcoming events so parents are always aware. This has now been done and we should hopefully see an impact. Social media has become ever more important but the reach is not always assured.

We've found that communication is incredibly important and even with social media and letters, a lot of information still does not find its way to the parents. The key is consistency and repetition but also conciseness and we also have to remember the work involved in posting all the information out there.. We need to ensure that social media posts are clear and precise and that the information remains relevant. Social media has been condensed to Facebook page only.

We are pleased to confirm that there have been no incidents this year.

*Membership Numbers can be found in Appendix 1  
Incident Reports can be found in Appendix 2*

### New Direction / Expansion

One of our key aims continues to be to increase the PTA membership. We need to ensure that the message is received that it does not necessarily need to be a 'full time' job but any help that can be received at any event would be gratefully received. We are sadly losing our Chair this year as her children leave the school, and although the Secretary and Treasurer are filled, these are jobs in themselves and we need a new influx of parents willing to take on fundraising and events. This will hopefully mean an increase in new ideas and ways of doing things which can often be the kickstart needed to inspire a new generation. I'm excited to see what this year could bring!

The Sensory Garden is taking shape as well and is continuing to expand with plans for further improvements in the future. We are also looking at shade for KS2 and a Sensory Room within the school (to be funded with grants).

*Our Fundraising Targets and purchases can be seen in Appendix 4*

Miriam Watson-Pratt

Secretary

**Appendix 1**  
**Membership numbers (counted 09/09/2023)**

<b>Committee Members</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>2023-2024</b>
Chairperson	Jenny Bray Sammie Penny	Jenny Bray	Georgia Morgan	Georgia Morgan	Tanya Langdon
Treasury	Mobashir Mir	Mobashir Mir	Nadine Steadman Suzi Spink	Suzi Spink	Suzi Spink
Secretary	Miriam Watson-Pratt	Miriam Watson-Pratt	Miriam Watson-Pratt	Miriam Watson-Pratt	Miriam Watson-Pratt
Committee Members	Christine Smith, Georgia Morgan David Unsworth Trina Unsworth Mick Pratt Kylie Worn	Lora Willshaw Trina Unsworth Sammie Penny Shabina Khatun-Brooks Georgia Morgan Gemma Stone	Lora Willshaw Trina Unsworth Sammie Penny Shabina Khatun-Brooks Gemma Stone	Trina Unsworth, David Unsworth, Julie Smith, Liz Long, Kirsty Browning, Sarah Crow	Rachael Thorpe, Dominique Waring, Amie Dyad, Faye Turner, Karina

<b>Social Media</b>	<b>2018-2019</b>	<b>2019-2020</b>	<b>2020-2021</b>	<b>2021-2022</b>	<b>2022-2023</b>	<b>%inc</b>
Facebook	311	333	386	409	443	8%
P@SS Facebook Group	22	29	30	35	N/A	-
Twitter	n/a	51	54	58	N/A	-
Mailing List	n/a	12	32	35	N/A	-

**Appendix 2**  
**Incident Report Updates**

	<b>Exclusions</b>	<b>Hate Incidents</b>	<b>Health &amp; Safety</b>	<b>Complaints / Grievances</b>	<b>Data incidents / breaches</b>
<b>2018-2019</b>	0	0	0	0	0

<b>2019-2020</b>	0	0	0	0	0
<b>2020-2021</b>	0	0	0	0	0
<b>2021-2022</b>	0	0	0	0	0
<b>2022-2023</b>	0	0	0	0	0