



Friends of Bradley School Committee Terms of Reference 2022-2023

Chair:	Sarah Brown
Vice Chair:	Claire Parker
Treasurer	Zoe Venn
Secretary:	Helen Holmes
Membership:	As above, plus: The number of AGM attendees should be twice the number of committee members or more, although this should include committee members who are also members of the PTA. Members of the Friends of Bradley School Parent Teacher Association (PTA) will be invited by the Chair to attend the Annual General Meeting (AGM), as required.
Quorum:	To reach decisions, there must be a minimum of three members present - The Chair or Vice Chair, Treasurer and Secretary. Friends of Bradley School Committee Annual General Meeting takes place in November. The Friends of Bradley School Committee and Parent Teacher Association will meet termly although this may vary with the agreement of the Chair. The minimum number is three during the academic year.
Frequency:	It may be necessary for the Friends of Bradley School Parent Teacher Association (PTA) to make a decision outside of the committee meetings. Where this is the case, a written resolution is to be provided, must be passed unanimously, and signed by all committee members. The casting vote is given to the person Chairing the meeting.
Accountability:	All members have a shared responsibility to improve and enhance the educational and social experiences of Bradleys Both School children, their teachers, families, and local community.
Terms of reference:	
1	To enhance the education & wellbeing of pupils by providing or supporting provision of facilities & resources through fundraising.
2	To provide activities & events to support and enhance the whole school community by organising fund-raising activities, to involve as many people as possible and to make the activities fun!
3	To promote positive cooperation and communication between parents and school staff through the organisation of events and provision of resources.
4	Provide opportunities for regular contact between parents and teachers for the exchange of ideas and information for the good of the school and children.
5	The committee will keep the Headteacher and Governors informed about activities and decisions through meetings between the Friends of Bradley School Committee Chair and Headteacher.
6	To receive, review and evaluate feedback from fundraising activities to make informed decisions on future events.

To be reviewed by the Committee: November 2023