

## Committee Members

### Who are they?

The PTFA committee is a team of volunteers who run the PTFA on behalf of the members (all other parents, teachers and friends of the association). They are Officers, such as the Chair, Treasurer and Secretary and there are Ordinary Committee Members. Ordinary Committee Members work alongside the Officers and play a vital role in the running of the PTFA.

### Who can be a Committee Member?

Anyone can be a Committee Member and normally they would be elected at the AGM. Those of you who regularly attend PTFA meetings or cannot attend meetings but do actively support events and other activities are ideal Committee Members.

### Why do we want to formalise being a Committee Member?

It is important for us in order to adhere by Charity Law and ensure that there is good management of the PTFA, that all our Committee Members are recorded. For us, it enables us to show the Charity Commission that we have members who are able to oversee the work of the PTFA and ensure that everything is managed properly.

### Does this mean extra commitment?

No. We really appreciate the time and effort you already put into the PTFA. Recording yourself as a Committee Member, is more of a formality, than signing yourself up to extra work or any legal responsibility.

### What do you do next?

Please complete the form and return it to Anne-Marie Delrosa either by email [a.delrosa@talktalk.net](mailto:a.delrosa@talktalk.net) or via the school office.

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### Ordinary Committee Members of Stroud Valley School PTFA

I \_\_\_\_\_ (name) agree to be an Ordinary Committee Member of Stroud Valley School PTFA until the next AGM, where I will choose to either stand down or be re-elected.

Full Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Postcode: \_\_\_\_\_

Tel No: \_\_\_\_\_

Email: \_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_