**Parent Teacher Association Membership Form**

Please complete this form if you would like to join the Al Ameen Primary School PTA. The PTA is open to all parents who’s children are on roll at the school.

There are certain titled positions available within the PTA, however there are general places available within the PTA which do not hold a title. By completing this form, you agree to join the PTA which is mandated by the PTA’s constitution. If you wish to nominate yourself, or another member to a titled position within the PTA, then please complete the PTA Nomination Form.

Unless otherwise advertised, PTA meetings are only intended to be attended by members of the PTA.

Please note that all members of the PTA will need to undergo an enhanced DBS check.

|  |  |  |
| --- | --- | --- |
| **Your details** | | |
| **First Name:** |  | |
| **Last Name:** |  | |
| **Email address:** |  | |
| **Contact number:** |  | |
| **Your child’s name (pupil at Al Ameen):** |  | |
| **Child’s class:** |  | |
| **Please tell us a bit about yourself:** |  | |
| **Availability** | In this section, please let us know of any regular patterns of availability you have. This will help us determine further ways in which you can support the school. This section isn’t necessary to complete. | |
| Day/s available |  |
| Time/s available |  |
| Exclusions |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed:** |  | **Date:** |  |

*Al Ameen Primary School is committed to the safety and wellbeing of all pupils and as a result, expects all stakeholders to share this commitment*.

**PTA Nomination Form**

This form is to nominate either yourself, or another person, to the PTA for the academic year 2022 - 2023. All members must be the parent, guardian or carer of a child on the current school roll.

If you are nominating someone else, then this must be made with the permission of the person.

You must have permission to share email addresses of people either being nominated or who have agreed to be the seconder for the nomination.

Currently, candidates can be nominated for the following positions:

1. Chair: Leads PTA meetings; liaises with the Head teacher regarding the school’s needs; oversees the project/event leaders and fundraising efforts.
2. Vice-Chair: A supporting role to the Chair; deputises as required and shares responsibilities with the Chair as above.
3. Treasurer: Administering bank accounts, expenditure and finances for events; produces financial reports and annual accounts.
4. Secretary: Linking all correspondence between the school and the PTA; manages administration; produces agendas, minutes, fund raising requests and thank you letters etc.

These elected officers work together as a team to ensure the smooth management of the PTA. Other members may be asked during the course of their membership to take responsibility for individual projects however, a form does not need to be completed for this. Any such responsibilities will be noted in PTA meeting minutes.

I wish the PTA to consider the following person

|  |  |
| --- | --- |
| **Name:** |  |
| **Contact number:** |  |
| **Parent of:** |  |
| **Please state why you feel this person is fit for the role:** |  |

**Please tick which position you are nominating them for:**

|  |  |
| --- | --- |
| **Chair** |  |
|  |  |
| **Vice-Chair** |  |
|  |  |
| **Treasurer** |  |
|  |  |
| **Secretary** |  |
|  |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Signed:** |  | **Date:** |  |

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