

ANNUAL REPORT

PREPARED BY

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a year's overview

WHERE WE ARE NOW

Overview

Welcome to the Friends of Poplar PTFA Annual General Meeting report, a testament to our year of fundraising and donations to Poplar Farm School. This report outlines our accomplishments, financial transparency, and future ambitions.

At the point of this report, Friends of Poplar is comprised of a Chairperson (Gemma Bryant), Secretary (Kelly Blake), Treasurer (Arete Sakellariou) and a number of Committee Members (Laura Chambers, Liz Weatherill, Tina Evans & Gemma Dixon)

We operate in line with our PTFA Constitution, as provided by Parent Kind, of which we are members.

A Year in Review

Friends of Poplar has really found its stride over the last year, thanks to our growing experience in throwing exciting and engaging events, and our flexibility to change and adapt as circumstances arise. This resilience has meant this last year's events have been smoothly executed and well received. Whilst we continue to learn and make changes, it appears we have shaken off that 'fledgling' label and are clearly operating as an established and experienced fundraising group.

Over the years, FOP has become a tight-knit community within itself, as relationships within the team grow and we find ourselves familiar with our team's strengths and skills.

As we grow and become more established, the way in which we present ourselves to the community has followed suit. With the introduction of our fabulous new logo, designed by one of our volunteers. This coupled with beautiful photos captured at our events by another of our volunteers, has elevated our brand presence.

FOP continues to forge strong connections both within the school and the local community, recognising who and where we can seek support for our events. This has been integral to delivering events and maximising fundraising opportunities.

last year's

FUNDRAISING SUMMARY

A total of **£6,683.38** has been raised over the course of this academic year. The treasurers report will detail more about how this has been raised and where funds have been spent

We have introduced a number of new events, whilst also staying true to some of our traditional offerings. This year saw the first ever Colour Run event, which was a huge success and one we are already planning to bring back for 2024.

In total we have contributed **£2547.77** funds back into school projects, including the Coronation celebrations, The Celebration Tree, End of Year Ice Creams, Pantomime Visits and Christmas bells from Santa. We will continue to use our funds raised, to support the school in providing these extras and look forward to finding more opportunities to support.

Halloween Activities - £232.56
 Christmas Cards - £213.00
 Christmas Fair - £705.00
 Christmas Raffle - £933.03
 Decluttering & Donuts - £358.88
 Disco - £304.75
 May Donuts - £65.15
 Colour Run - £820.33
 Rainbow Raffle - £631.04
 Parent Donations - £800

Events Analysis

We can take plenty of learnings from the last 12 months of fundraising and events efforts. We duplicated a number of successful events from previous years, whilst trialling some new approaches. Whilst we are keen to bring an element of tradition to our events calendar through the annual repeat of some events, as a new fundraising group we are still trialling the most successful fundraising methods.

After the success of the Bunny Hop last year, we wanted to explore a bigger sponsored event opportunity which was worthwhile for parents and carers to attend. We opted for a Colour Run, after seeing other PTFAs successfully deliver this event. Despite some concerns at the outset, this proved itself to be an incredible event that not only was really fun for the children, but brought together Parents, Carers, FOP and Staff, with real community spirit.

We have begun to explore the benefits of recycling and fundraising, with the launch of our 'Decluttering Event' which was a huge success. We will continue to explore this alongside pre-loved events.

Spending money on experiences continues to be well received, the ice cream man, coronation celebrations and the pantomime, to name but a few, brought the children a lot of joy and parents could see where their funds were being spent in a more 'obvious' way. We will continue to deliver these experiences, alongside larger scope fundraising in the future.

We have reviewed and revised the way we deliver the Christmas card project every year, which is a testament to the way in which we continue to learn and adapt to this growing school, but also in response to challenges faced. We hope that we can continue this learning into all our future events, and continue to thrive and maximise our fundraising opportunities.

This year saw the successful delivery of End of Day Treat Sales, which has really encouraged us to expand the way in which we take payments. Including pre-ordering systems and taking contactless payments.

The Year Ahead ...

At the end of the 2022/2023 school year, we exceeded our fundraising goals and are now required to register for charitable status. This in itself is a huge testament to our group, as we have grown from a small fledgling PTFA to being a self sufficient operation and raising healthy funds at our events. Charitable status will open up lots of wonderful opportunities for us, including supporting our grant applications and boost our appeal to local community initiatives.

This coming year will see our first big project become the focus of our energy, with the arrival of the Pop Bus. This is the biggest challenge we have been presented with to date, and will really test our skill set, but also provide us with a brilliant target to work towards, alongside both our community contacts and our parents. It will also force us to expand the way in which we fundraise, as we maximise our charity status and look to acquire larger sums of money in the form of grants and local community donations.

We will continue to advertise our presence to parents, carers, staff and the local community, with our newly launched Facebook page, newsletter and engagement. We want to become a recognised organisation in our own right, to make the delivery of our events even more successful.

2023 / 2024 Events

Below is a list of events we have scheduled or are exploring for delivery in the current academic year.

Halloween Fancy Dress
Selection of Pre Loved Events
Christmas Card Project
Bags 2 School
Wonka Bar Sale
Christmas Bells
Touring Pantomime
End of Day Treat Sales
Colour Run
Dog Show

A note to parents & carers...

"We want to express our heartfelt thanks for your unwavering support of Friends of Poplars' fundraising efforts. Your presence at our events and your dedication to volunteering make a world of difference. Your involvement not only raises essential funds but also creates a sense of community that enriches our school. Your commitment is an incredible example to our children, teaching them the value of giving back. Thank you for being the driving force behind our success, and for helping us create a brighter future for our children"

Friends of Poplar - Committee Structure

Chairperson

To lead the committee, ensuring the PTFA is run in line with its constitution and according to the wishes of all members.

Secretary

To ensure the PTFA runs smoothly and efficiently through the preparation and organisation of the committee's paperwork and communications.

Treasurer

To manage and control PTFA funds according to the wishes of the committee.

Fundraising & Donations Lead

To take the lead on the research of grants and initiatives that will support the PTFA and their objectives. Gathering evidence and writing applications and building relationships.

Projects & Relationships Lead

To manage existing relationships such as Parent Kind, in support of the PTFA.

Committee Member x2

To ensure the smooth running of the PTFA in line with the constitution through voting to pass or reject motions put to the committee, typically in regards to spending

Volunteer - Unlimited

To support the PTFA through the dedication of time and resources. Putting into fruition plans and providing feedback on plans and ideas.