Chair's Newsletter - September 2018

Hi everyone,

Welcome back to our returning children and a very warm welcome to the children joining us this term. We still have some spaces available so please do let your friends and family know if they're still looking for a pre-school place.

I'd also like to welcome Gaby Primrose, who joins us as Deputy Manager at the beginning of the term.

Just a few things from me to add to Jo's newsletter from July.

Parents' Committee: We rely on the goodwill and spare time of eight parents each year to help in the smooth running of the pre-school. This year, the proposed eight Trustees and parent committee members are:

- Chair: Fiona Lee
- Treasurer: Beth Morse
- Secretary: Susie Grundy
- Communication & Publicity: Lisa Andrews
- Banker: Dafna Reynolds
- Fundraiser: Alaina Broster
- Librarian: Suzie Speed
- Health & Safety: Hannah Hayden

More information on the role of the Trustee is attached to this email - if anyone else is interested in becoming a Trustee or in helping with the running of pre-school then please let me know. The appointment of the Trustees takes place at the AGM.

AGM: our Annual General Meeting will be taking place on Tuesday 11 September this year at Beth's house (more detail in the paperwork included with this) from 8pm. If you would like to attend, please let me know so we can provide enough seats!

CIO membership: I'm pleased to say that the pre-school has completed it's change of legal status and is now operating as a Charitable Incorporated Organisation which gives greater legal protection to our Trustee's as well as other benefits. As part of becoming a CIO, we have to keep a register of the 'members' of the CIO, which are the families who attend pre-school. You'll receive a form shortly to complete to become a member, meaning you can then vote at the AGM or other general meetings. I'd be grateful if you could complete these so we are complying with Charity Commission rules - you can use the address of the pre-school to complete the form rather than your home address if you'd prefer.

Uniform: Pre-school t-shirts and sweatshirts are available to buy: t-shirts are £7.50 each or two for £14 and sweatshirts are £9.50. Uniform isn't compulsory but the children do tend to enjoy wearing it, and it's great preparation for school. Please let me know if you'd like to order anything.

Tea towels: for those of you who were at pre-school last year, we still have some tea-towels remaining with the children's handprints on. These are £4 for one or £10 for three. We're about six tea towels away from breaking even so I'd be grateful for any final orders - I'm sure these will make excellent Christmas presents!

Fundraising: we're a very small pre-school and rely on fundraising efforts throughout the year to top up our income from fees and from the government funding we receive. A very simple and easy way to make some extra money is through **Amazon Smile**. This is an automatic way to support the pre-school every time you shop on Amazon, at no cost to yourself. Just go to **smile.amazon.co.uk** and choose Christ Church Pre-School Playgroup CIO as your chosen charity and we will receive 0.5% of the net purchase price of eligible purchases. We receive the money directly from Amazon, and don't worry, we won't have a clue what you've bought on Amazon!

Fees: following a successful trial over the summer, we are moving to electronic invoices for pre-school. Invoices for the autumn term will be with you in the first week or so of September, so please do check your junk email if you don't get anything and bear with us as we master the new system! We'd be grateful for timely payments to reduce the workload for our parents' committee in checking and chasing. If you pay by childcare voucher, please use your child's name as the reference. Thank you!

If you have any questions or queries, please drop me an email or find me at pick-up or drop-offs - I'm usually around Thursdays and Fridays,

Thanks,

Fiona (current Chair and Ben Thomas' mum)