



St Mary's College



Parents' Association



## ST MARYS COLLEGE PARENTS ASSOCIATION

# WELCOME PACK



A WARM WELCOME TO YOUR PA  
WE'LL KEEP THIS BRIEF BECAUSE WE KNOW YOU  
ALREADY HAVE A LOT TO  
DO BEFORE YOU JOIN OUR SCHOOL COMMUNITY.

BUT, SINCE WE'RE A  
FRIENDLY BUNCH, WE'D REALLY LIKE TO  
INTRODUCE OURSELVES AND TELL  
YOU SOME KEY INFORMATION ABOUT THE PA,  
HOW YOU CAN HELP US, AND WHAT'S IN IT FOR  
YOU.



## ***WHY DOES THE SCHOOL HAVE A PA?***

**OUR GROUP IS CALLED ST MARYS COLLEGE PARENTS ASSOCIATION AND HAS BEEN RUNNING FOR MANY YEARS. WE'RE A LIVELY GROUP OF VOLUNTEERS.**

**THE MAIN FUNCTION OF OUR PA IS TO SUPPORT THE SCHOOL BY RAISING AS MUCH MONEY AS WE CAN TO ENHANCE, ENRICH AND IMPROVE LEARNING EXPERIENCES FOR THE CHILDREN. WE ALSO PROVIDE THOSE 'LITTLE EXTRAS' THAT MAKE SCHOOL MEMORABLE, SOMETIMES WE HOLD FREE EVENTS TO SAY THANK YOU FOR SUPPORTING US.**

**WE ALSO EXIST TO BRING THE COMMUNITIES OF SCHOOL AND HOME CLOSER TOGETHER BECAUSE IT MAKES SENSE FOR PARENTS TO BE INVOLVED IN THE LIFE OF THEIR CHOSEN SCHOOL.**

**LASTLY, WE'RE HERE FOR THE SIMPLE REASON THAT WE WANT TO GET TOGETHER SOCIALLY, MEET NEW PEOPLE AND HAVE FUN! THE PA IS RUN BY A COMMITTEE WHO ARE ALL VOLUNTEERS. WE HAVE TEACHER REPS AND HEADS ATTENDING A MAJORITY OF OUR MEETINGS.**

**WE MIGHT SOUND LIKE AN ABSTRACT GROUP OF PEOPLE, BUT WE'RE PARENTS, CARERS, FRIENDS AND ALLIES – JUST LIKE YOU. NOT SO LONG AGO, WE WERE NEW TOO.**

**IF YOU WOULD LIKE TO GET INVOLVED BY EITHER BEING AN ELECTED MEMBER OF THE COMMITTEE, A VOTING MEMBER, A VOLUNTEER OR JUST WANT TO SEE WHAT ITS ALL ABOUT THEN PLEASE COME ALONG TO ONE OF OUR MEETINGS.**



# Parents Association Meeting Dates

St Mary's College



Parents' Association

**Tuesday 24th  
September 2024**

AGM - 7.00pm - Prep Hall

**Tuesday 8th  
October 2024**

Festive Fayre Planning - 7.00pm  
Prep Hall

**Tuesday 12th  
November 2024**

Festive Fayre Planning - 7.00pm

**Tuesday 21st  
January 2025**

General Meeting- 7.00pm

**Tuesday 11th  
March 2025**

General Meeting- 7.00pm

**Tuesday 6th  
May 2025**

General Meeting- 7.00pm

**Tuesday 8th  
July 2025**

General Meeting- 7.00pm

Please note, these meetings are subject to change however notices will be made in advance and smaller event focused meetings will be set as required.



St Mary's College



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**ST MARYS COLLEGE PARENTS ASSOCIATION  
FUNDRAISING UPDATE**



**£87,811.37**

# THANK YOU

**Here's an update of what we have raised so far this academic year, and we couldn't do it without you!**

**These vital funds go towards projects within the 3 sites of the school, you can find out more**

**information on how to apply for funds on the school website under the Parents Association tab.**

**Don't forget to follow us on Instagram for updates.**

**@stmarys\_parentsassociation or contact us via**

**email - [pa.stmaryslpool@gmail.com](mailto:pa.stmaryslpool@gmail.com)**





WHAT WE'VE BOUGHT SO FAR.. 2023/2024

St Marys College Parents  
Association

**EYD MUD KITCHEN GAZEBO**

**COLLEGE SEATING AREA**

**DT RECYCLING MACHINE**

**PLAYGROUND PALS TRAINING**

**PLAYGROUND PALS EQUIPMENT**

**OUTDOOR GAZEBO - PREP**

**YEAR 6 LEAVERS GIFT**

**MUSIC SOFTWARE - COLLEGE**

**TABLE TENNIS EQUIPMENT - PREP**

**NEURODIVERSITY PROJECTS FUNDS**

**BAKING CLUB EQUIPMENT**

If you would like to be involved in the Parent  
Association please email us at  
[pa.stmaryslpool@gmail.com](mailto:pa.stmaryslpool@gmail.com)





Dear parents and teachers,

The allocation of money raised by our PA is a subject that is always up for discussion.

As a committee we have discussed the fairest way of allocating these funds. This is by way of a funds request form (attached to this letter) for you to complete with details of your request. We have tried to keep the form as simple as possible.

Once you have completed a request form, submit it to the head-teacher for sign off, this will then be forwarded to the PA. The person(s) placing the request should attend the next meeting to discuss the bid and give the committee a chance to ask questions. The committee will then do an anonymous vote and decide upon which requests we can approve bearing in mind the amount of money being requested and the number of requests we have received. The person(s) making the request will then be notified via email and given all of the information required. An electronic copy of the request form will be available on the PA section of the school website for you to download and complete as well.

This system aims to provide everybody with a fair chance to access our funds and ensure that we do not simply operate under a first-come-first-served basis.

Please feel free to come and speak/email the committee if you have any questions or queries about this process.

Thank you all again for your continued support.

St Marys Parents Association

### **Guidelines for PA funding applications**

Funds raised by the PA are to enable the school to buy facilities or equipment outside the normal (core) school budget and thus advance the education of the pupils.

The PA committee wants to ensure that funds are spent in an effective way that will benefit and support the children as well as staff in their role of developing and educating children.

We want the funding application process to be as simple as possible and wish to make staff and parents aware of the following guidelines to applying for PA funding.

#### **Procedure:**

*Name:* person making the application.

*Description:* the equipment/services funds will be spent on.

*Benefit:* how will the school and/or the children benefit from the request?

*Consultation:* any details of consultation with children/staff regarding bid.

*Justification:* justification for using PA funds and not school budget.

*Estimated Costs:* include supporting documentation from 3rd parties, this is preferred.

*Ongoing Costs:* the PA does not accept any requests for ongoing or subscription costs. If you have a need for ongoing costs this should be outlined in a separate bid which will be for discussion

*Amount Requested from PA:* the whole amount or part of the amount.

*Time Constraints:* if funding is required by a particular date.

A copy of the application form is available for download on the PA section of the website and should be passed firstly to the headteacher for sign off, which will then be forwarded to PA via email ([pa.stmaryspool@gmail.com](mailto:pa.stmaryspool@gmail.com)) once completed.

Each application will need to have the person(s) making the request available at the next PTA meeting to go over bid and answer any relevant questions.

#### **Additional Notes:**

PA funds are intended for the equipment/services that cannot be funded through the normal school budget. This is to ensure that the education of children does not become reliant on PA funds, which cannot be guaranteed.

In special circumstances, core items that would ordinarily be expected to be funded by the normal school budget could be approved for PA funding. However, assurance from the head teacher must be acquired that provisions in the school budget for such items will be made in the future. Funding for major projects should follow the same process as general bids.

Typically, applications should benefit as many children as possible. However, where there is a need for a specific group of children, this will also be considered.

St Mary's College



Parents' Association

The PA will keep a record of funds spent and will review their effectiveness over time to help make decisions about future funding applications. Each application will be considered on an individual basis, and successful applications should not be seen as setting a precedent.

Any major fundraising project should be accompanied by a bid request, fundraising plan, and research, this will then be debated at a committee meeting using the normal bid process and sent out to all parents to ensure full consultation has been completed. Full funds must be available in the bank account to withdraw for the suggested project.

Funds that are not used by the end of the academic year, will be released back to the PA and you will be required to reapply.

Any funds approved must include reference or credit to the PA.





## St. Mary's College - PA Funds Request Form

<b>Name:</b>	<b>Date of request:</b>
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<b>Description of requirement:</b> (what is the money required for? New project, replacement etc..)

<b>Benefits:</b> (how will the school and/or children benefit from the request?)

<b>Consultation with Children:</b> (have any children been consulted about the project? What was their feedback?)

<b>Justification:</b> (justification of using PA and not school funds)

<b>Agreed by the Principal</b> .....
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<b>Costs:</b> (for larger projects please include details of all quotes received) Please attach a copy of the quote(s)

<b>Full Cost:</b>	<b>Ongoing costs:</b> (any support/maintenance costs?)	
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<b>Other Information</b>

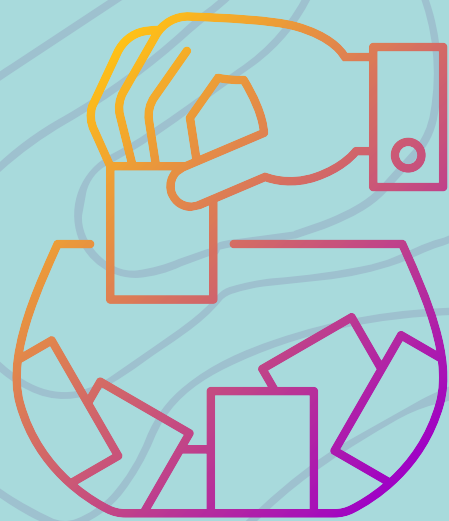
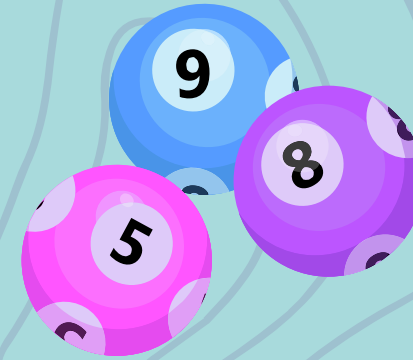




Parents' Association

# St Mary's PA 100 Club

The 100 club is a way everyone can help. By contributing ONLY \*£24 per year, equivalent to just £2 per month, you will have the chance to win cash prizes in our monthly draw. Half of all the cash received will be paid out as prize money in a monthly draw, with the balance being used by the PA to help fund school projects



The bigger the club, the bigger the prizes and the more money raised for school. Please tell your family and friends. To join please complete the application form and standing order mandate at the back of the booklet and return to the school office, or email to [anmarie.stmarys100club@gmail.com](mailto:anmarie.stmarys100club@gmail.com)

\*Payable Annually in September



## 100 Club How it works.

The purpose of the 100 Club is to raise funds. The money will be paid into the PA bank account and used to meet funding requests from the school, providing equipment, resources and opportunities for pupils. School refers to St Mary's College, The Mount and Bright Sparks.

1. For a cost of £24 per year (i.e. £2 per draw) you will be allocated one number between 1 and 100.
2. A draw will be made every month with a 1st, 2nd and 3rd prize.
3. The prizes will total 50% of the annual income.
4. This will be apportioned as: 1st, 2nd and 3rd prize for 10 out of 12 months. The prizes for June and December will be higher.
5. The 100 Club is a private lottery and is open to all parents, carers, staff and friends of St Mary's College. Anyone age 16 or over can join.
6. Payments must be made annually by standing order (preferably) or annual cheque. One month's notice is required for cancellation.
7. Member's numbers will only be entered if their subscription is up to date.
8. If a member has no valid reason for missing a payment, their number may be sold to someone on the reserve list.
9. The winning cheque will be posted to the address on your membership application within 2 weeks of the draw.
10. The draw shall be made by a member of the PA and another adult.
11. The name and numbers for each month's winners (if permission given) will be posted in the school newsletter, on the school website and Facebook page.
12. The 100 Club will be run by the PA. In case of any dispute the decision of the Committee is final.
13. Unless otherwise advised, a member will be deemed to have left the 100 Club if his/her subscription renewal remains unpaid for a period of one month.
14. If a winner cannot be contacted, the winnings will be placed into PA funds account after six months.





St Mary's College



Parents' Association

## 100 Club – Membership Form

I wish to join the 100 Club.

Please indicate clearly which of the following methods of payment you have selected:

I have completed, signed and ~~sent a Standing Order Mandate to my bank~~ an annual payment of £24

I have set up a payment directly with my bank OR

I have enclosed a cheque for £24

\*Name:

\*Postal address (to which winnings will be sent):

\*Contact telephone number:

\*Email address:

If you win, a cheque will be posted to your home address with the winner's names published in school's newsletter, on school's website and Facebook page.

I give permission/ do not give permission for my name to be published as a winner of the 100 club. (Delete as applicable)

Signed..... Date.....

PLEASE RETURN COMPLETED FORM (& Payment if required) to:

Mrs A Haime, St Mary's Preparatory School, Blundellsands Rd West, Blundellsands, L23 6TF OR Email to [annmarie.stmarys100club@gmail.com](mailto:annmarie.stmarys100club@gmail.com)

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\*\* All parts marked with \* are required and will only be kept for our records to contact you regarding winnings and payments.

Internal use: Membership number allocated:

PLEASE COMPLETE, DETACH & SEND STANDING ORDER MANDATE DIRECTLY TO YOUR BANK

Standing Order Mandate

PLEASE SEND TO YOUR BANK

To \_\_\_\_\_ (Bank)

\_\_\_\_\_

\_\_\_\_\_ (Branch, Postal Address)

Please pay National Westminster Bank, Great Crosby Branch, Sort Code 60-09-13 for the credit of St Mary's College Parents Association 100 Club, Account number 09118896

The sum of £24 annually on the 1st \_\_\_\_\_ 20\_\_ and every 1st September thereafter until further notice. Please debit my account accordingly.

Account to be debited \_\_\_\_\_

Account number \_\_\_\_\_

Sort code \_\_\_\_\_

Signed \_\_\_\_\_

Date \_\_\_\_\_





YOUR  
SCHOOL  
LOTTERY

**SUPPORT  
OUR LOTTERY  
TODAY**

**£1 per  
week**

**Weekly  
cash prizes**

**£25,000  
jackpot**



## Splitting the £1.00

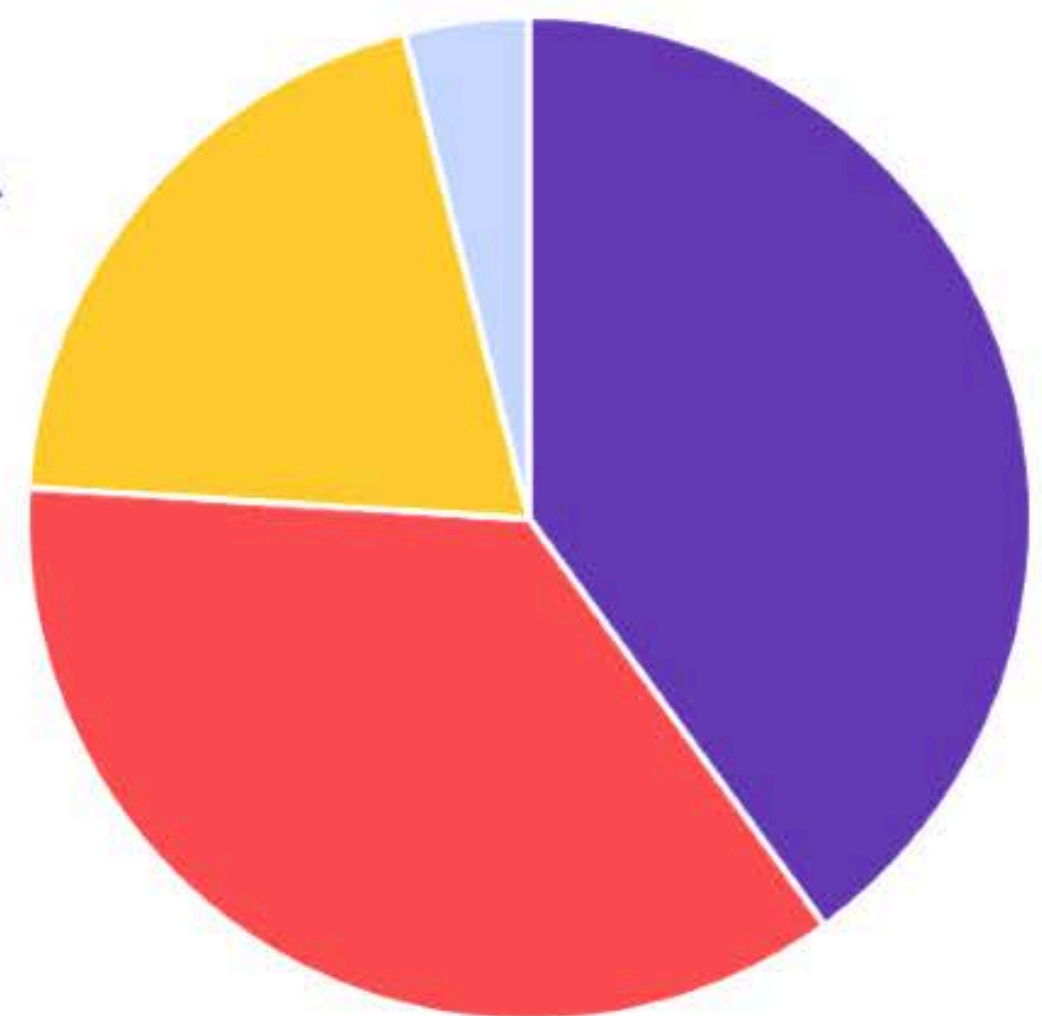
## How it works...

It's simple—choose 6 numbers between 0-9 and if they match the weekly lottery draw, you win great prizes. One of our players will win a cash prize every week, maybe even the £25k jackpot! Tickets cost just £1 per week and the proceeds are donated to St Mary's College Parents Association - The Mount

Every Saturday at 8pm the numbers are drawn and posted online. Winners are notified by email and winnings paid into the account of your choice.

The easiest way to join our lottery is online by direct debit or debit card.

It's so easy to join and will make a real difference to St Mary's College Parents Association - The Mount



- 40p** goes to our school
- 36p** goes to cash prizes
- 20p** goes to admin costs
- 4p** goes to VAT

**The Maths... 100 tickets sold a week means**

**= £30 weekly cash prize**

**= £2,080 a year for our school**



**Buy A Ticket**

Supporters must be 16 years of age or older



St Mary's College



Parents' Association



**YOUR  
SCHOOL  
LOTTERY**



**SUPPORT OUR LOTTERY**

**It's A  
WIN-WIN  
Situation!**

★ **BOOST School Funds**  
★ **WIN up to £25,000**



To start supporting, visit:  
[YourSchoolLottery.co.uk/play](https://YourSchoolLottery.co.uk/play)  
and search for: St Mary's College

Supporters must be 16 years of age or older.





# Raise funds for our cause when you do your everyday shopping online

Everything you need to know about signing  
up and raising using easyfundraising

Shop with over 3,300 retailers including:





## What is easyfundraising?

easyfundraising is the UK's biggest charity fundraising site. It's simple to use, and it's free. Since 2005, good causes and charities across the UK have raised over £24 million with easyfundraising.



## How does easyfundraising work?

easyfundraising turns your everyday online shopping into donations for your favourite cause, at no cost to you.

How? Just visit your favourite retailers through the easyfundraising website and the shop as normal. Once you've made a purchase our retailers will then make a small donation to your cause to say "thank you".

There are over 3,300 retailers to choose from, so you'll be spoilt for choice!

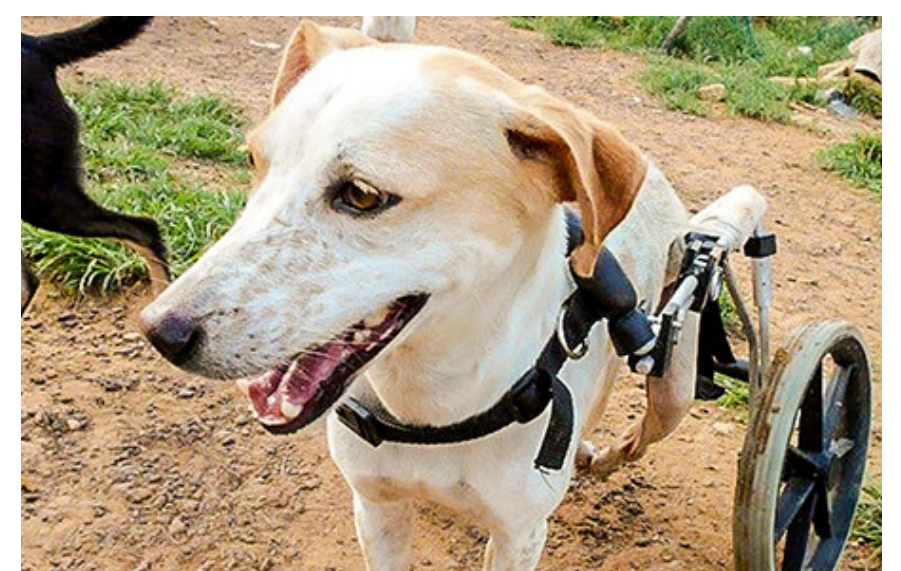


## How much will I raise?

The donation per purchase will generally be between 0.5% and 10%. Some retailers - including insurance and broadband providers - will pay a flat fee which can be in the £100s.

## How can easyfundraising help our cause?

Using easyfundraising means that we will have a steady stream of donations coming throughout the year. It's an effortless way of raising funds consistently alongside all our other fundraising initiatives. Once signed up, you will raise a donation for us every time you shop online via easyfundraising - whether you're doing your weekly grocery shop, buying car insurance, booking a holiday or even switching energy provider.





## Is it really free?

Yes! You won't spend a penny more than normal when shopping online.

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## Can I buy everything online that I would normally?

The world is your oyster. easyfundraising's huge range of online retailers includes big names such as John Lewis, M&S, Boden, Expedia, Amazon, eBay, all the major supermarkets, holiday operators, insurance providers, plus a wide range of smaller and more niche online shops and stores.

You name it, they've got it covered.



## What if I forget to shop through easyfundraising?

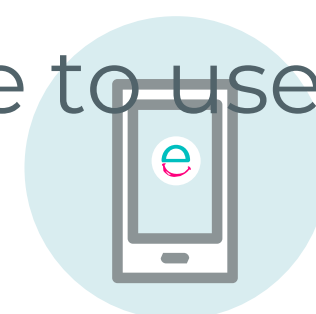
Not a problem! easyfundraising have designed two handy tools to help you remember:

1. Install the Donation Reminder onto your desktop in just a

couple of clicks - it will then automatically highlight retailers where a donation is available while you're browsing.



2. Download the easyfundraising app. You'll be able to use the app whenever you shop from your mobile or tablet and know that you'll never miss out on a donation.



## The more the merrier

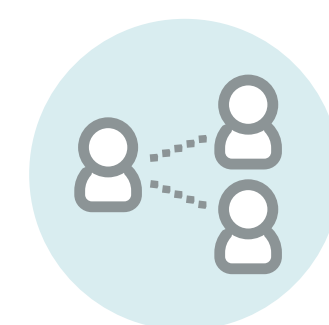
An average online shopper can easily raise over £100 a year with easyfundraising. Multiply that by the number of people already fundraising for us, and the size of the prize is huge. Just think how much we could raise in total, and how we could use the funds to benefit our cause.

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## Spread the word

Get your place of work to sign up and we can raise donations on bulk business purchases such as stationery and other office essentials, travel and accommodation, plus more.

Don't forget to reach out to family, friends and colleagues and ask them to get onboard too. Plus, easyfundraising offers bonus donations for successful referrals. Win-win.





## Seasonal success

Think how much you spend online over Black Friday Weekend, during the run-up to Christmas, Valentine's Day, booking your summer holiday, Mother's Day, Easter, Halloween, Father's Day... the list goes on.

easyfundraising provides a wide range of free marketing resources designed to inspire supporters to shop and raise maximum donations during these busy shopping periods.



## What other support will easyfundraising offer me?

Once you're signed up, you'll start to receive regular emails packed with fundraising advice and tips on where to find all the best deals and donations, plus a weekly update so you can track your fundraising progress.

## Be social

Don't forget to follow easyfundraising on Facebook - @easyfundraising.org.uk and Twitter - @easyUK for all the latest news and inspirational fundraising stories.



## What are the next steps?

Go to [easyfundraising.org.uk](http://easyfundraising.org.uk), sign up and select our cause. Bookmark the website, install the Donation Reminder and/or download the app and you're good to go!

Going forward, every single time you make an eligible purchase, we will receive a donation. Simple!

£ £24 million raised

1.3 million users

110,000 causes



# Turn your daily shopping into everyday magic for us with easyfundraising

You shop, brands donate to us. It won't cost you any extra!



Help us make a difference when you shop.  
Visit [www.easyfundraising.org.uk](http://www.easyfundraising.org.uk)



- 1 Visit [www.easyfundraising.org.uk](http://www.easyfundraising.org.uk)
- 2 Sign up and search for us
- 3 Your favourite brands donate to us whenever you shop with them

Shop with 7,500+ brands including:

Booking.com

ebay

M&S

GROUPON



TUI

JOHN  
LEWIS



Viking

ASOS



Uber Eats