

# PTA *extra*



## Back to basics

Roles, rules and responsibilities

IDEAS, TIPS  
AND ADVICE

# From discos to proms

Two secondary school PTAs tell us what it's like fundraising for teens

## WONDERFUL BARS!

Find gold with this chocolatey fundraiser

## How to use AI

Save time without cutting corners

## Bored of your Christmas fair?

Time to switch things up

**Xmas4schools.co.uk**

**Register for 2025!**

**A FANTASTIC OPPORTUNITY  
TO RAISE SERIOUS FUNDS FOR YOUR SCHOOL  
OR NURSERY THIS CHRISTMAS**

**NEW  
2025!**

**NEW  
2025!**

**NEW  
2025!**

**BEAUTIFUL CHRISTMAS CARDS,  
Poster Calendars, MUGS,  
GIFT LABELS & TEA TOWELS FROM  
CHILDREN'S ORIGINAL ARTWORK...**

**Register today and get fundraising!**

You can do this by either registering online or calling us on

**01233 624462 or 0800 612 7381**

info@xmas4schools.co.uk / www.xmas4schools.co.uk

# Welcome

from Jason



**W**elcome to the autumn/winter edition of PTAextra! Whether you're a seasoned committee member returning for another school year or stepping into the world of PTAs for the first time, this issue is packed with ideas, tips and inspiration to help you strengthen your school community and raise those all-important funds.

In this edition, we're going back to basics and exploring the foundations of what makes a PTA run smoothly. On **page 21**, you'll find a helpful overview of PTA roles, and we answer some common questions about how your PTA fits in with school life on **page 24**. Along with our regular features such as Ask Clare, Modern Day PTA and quick guides, these articles will help set you up for a successful year ahead. Of course, we've included plenty of fresh fundraising inspiration too. Don't miss our take on the classic chocolate bar fundraiser (**page 47**). You might recognise the format as it's inspired by a famous chocolate factory – but we've given it a new name and a twist that keeps things fun (and legally sound)!

Looking ahead to the festive season, we've reimaged the Christmas fair (**page 53**). If you're looking to shake things up this December, we've got creative new ideas to bring the magic back and keep your community coming through the doors. We're also proud to share some truly inspiring stories from our members. On **page 31**, two secondary school PTAs tell us how they're engaging older students, which is often a challenge, but one they've tackled brilliantly. On **page 42**, we shine the spotlight on a PTA that transformed their school environment through a fantastic Community Day.

Once again, we're blown away by the passion and dedication of our members. Your commitment to your schools, children and communities is what makes the PTA network so powerful. We're excited to see what the rest of the year will bring.

As always, wishing you a great term ahead.

Jason  
Chief Executive, Parentkind



Is volunteering for secondary schools different to primary schools? We asked two PTAs on **page 31**



Hey, big spender! Discover which big purchases could make your events easier on **page 40**

**Not yet a  
Parentkind  
member?**

**Join here:**  
[parentkind.org/join](https://parentkind.org/join)

**Scan here:**



## Connect with us



Live Chat



Helpline  
0300 123 5460  
(Mon-Fri 9:00-5:00)



Message us at PTA Expert by Parentkind or post a question in our community group PTA Hangout by Parentkind



Newsletter  
Opt in via your membership account:  
[parentkind.org/my-details](https://parentkind.org/my-details)



[parentkind.org](https://parentkind.org)



[info@parentkind.org](mailto:info@parentkind.org)



29  
Confessions!



42  
Community Day



47  
Wonderful bars!

## 3 CEO letter

## 6 The loop

The latest news, top tips and stories from the wide world of PTAs, all in one place

## RUNNING YOUR PTA

## 8 This term

A quick-look calendar to see what the next few months have in store

## 11 Quick guide to grow a pound

Test the business skills of the pupils in your school with this great little fundraiser!

## 13 Modern day PTA: Grants Officer

It takes time and a bit of patience, but grants can make your fundraising dreams come true

## 16 Ask Clare

Our very own expert gives her no-nonsense answers to your biggest questions

## 18 How to: use AI

Everyone's talking about it, but how can artificial intelligence help run your PTA?

## 21 Back to basics: who's who in your PTA

Is a volunteer a committee member? And what exactly does a Trustee do? All PTA roles explained

## 24 How your PTA fits in with school life

We've answered your top questions on how your PTA fits in with the school community

## 29 Confessions!

Mistakes happen...and if they're funny, we want to hear about them!

## SUPPORTING YOUR SCHOOL

## 31 PTA voices

We spoke to two secondary school PTAs about engaging older children, event ideas and how they differ from primary school volunteers

## 38 Spending wisely

What did you spend your funds from Asda's Cashpot for Schools on? We spoke to one PTA about their plans

## 40 Hey, big spender!

Big purchases that make an even bigger difference to your events

## 42 Community Day

How to gather volunteers (and freebies) to spruce up your school

## FUNDRAISING

## 47 Find the fundraising gold ticket with Wonderful bars!

You can't legally use the name of a certain book about a certain chocolate factory, but we've come up with a workaround...

## 53 Christmas fairs done differently

Bored of the same old fair? Here are some ways to spice things up a bit

## HOME & SCHOOL

## 57 Navigating Parenthood webinars

Our expert-led webinars available to all parents

## 58 Our PTA suppliers

Whatever your event needs, you're sure to find it in our supplier directory, tried and tested by our own PTA members

## Have a story to share?

If you would like to feature in a future edition of PTAextra, email us at: [editorial@parentkind.org](mailto:editorial@parentkind.org)

Share the digital version of PTAextra with your Committee



## On the cover

This issue, Sydenham School PTA

PTAextra is published by Parentkind, a national federated charity and the network of Parent Teacher Associations, which collectively raised more than £130 million during the past year to fund vital equipment and services for our schools. All information contained in this publication is for information only and is, as far as we are aware, correct at the time of going to press. Parentkind cannot accept any responsibility for errors and inaccuracies in such information. You are advised to contact manufacturers and retailers directly in regards to the price of products/services referred to in this publication. Apps and websites mentioned in this publication are not under our control. We are not responsible for their contents or any other changes or updates to them. No part of this magazine may be reproduced in any way without prior written permission from Parentkind.

If you submit material to us, you warrant that you own the material and/or have the necessary rights/permissions to supply the material and you automatically grant Parentkind a licence to publish your submission in whole or in part in any/all issues and/or editions of publications, in any format published worldwide and associated websites, social media channels and associated products. Any material is sent at your own risk and, although every care is taken, neither Parentkind nor its employees, agents, subcontractors or licensees shall be liable for loss or damage. We assume all unsolicited material is for publication unless otherwise stated, and reserve the right to edit, amend, adapt all submissions. PTAextra is published termly by Parentkind, 78-79 Pall Mall, London, SW1Y 5ES. Registered charity number 1072833

# THE loop

Keeping you up to date  
with all things PTA

## PTA Community Meet-ups

Our Community Engagement Executives are hitting the road with a series of in-person meet-ups designed to support PTA groups across the **West Midlands, North West** and **Yorkshire and the Humber**. Whether you're part of an established PTA or just getting started, these gatherings are for you! **They are a relaxed and friendly space to:**

- Share your successes (and failures) – sometimes they make the best stories!
- Kick off your calendar planning for the school year ahead
- Share useful contacts and top tips – from dazzling discos to fabulous film nights, bring your ideas and share the magic
- Connect with other PTAs in your area – let's encourage and inspire each other
- Get some friendly, practical advice on AGMs, governance and more

Scan here to find out more and  
register your place for a meet-up:



### Reminder!

**Plan your AGM**

Time to get something in the diary!

## + 24/7 Virtual Medical Care

We know how hard it is to juggle parenting, volunteering and everything in between – especially when illness strikes at the worst time. Whether it's your child coming down with a fever at bedtime or your own health concern in the early hours, waiting for a busy GP surgery shouldn't be the only option.

That's why we're offering **24-hour GP access to Parentkind PTA volunteers**. It's our way of giving back to those who give so much. Up to 15 parent volunteers per PTA (plus partners and children) can use this benefit.

This is about making life that little bit easier, because we believe that supporting parents who support the lives of others is one of the most important things we can do.

Head to our website  
for more details:



### Reminder!

**Christmas will be here before you know it**

We're sorry to have to bring it up, but the earlier you can get started on planning your Christmas events and activities, the better...



## From the socials

*Your burning questions and  
comments from PTA Hangout*

**Q** I'm looking for an example of a code of conduct. Rumours spread like wildfire at our school and the latest is something said between the Trustees in relation to the PTFA (but also involved members of the school community). What was discussed has been blown out of proportion and has become a he-said, she-said situation. I've stepped back and I'm refusing to engage with conversations, but I'd love to know the best way to shut these things down.

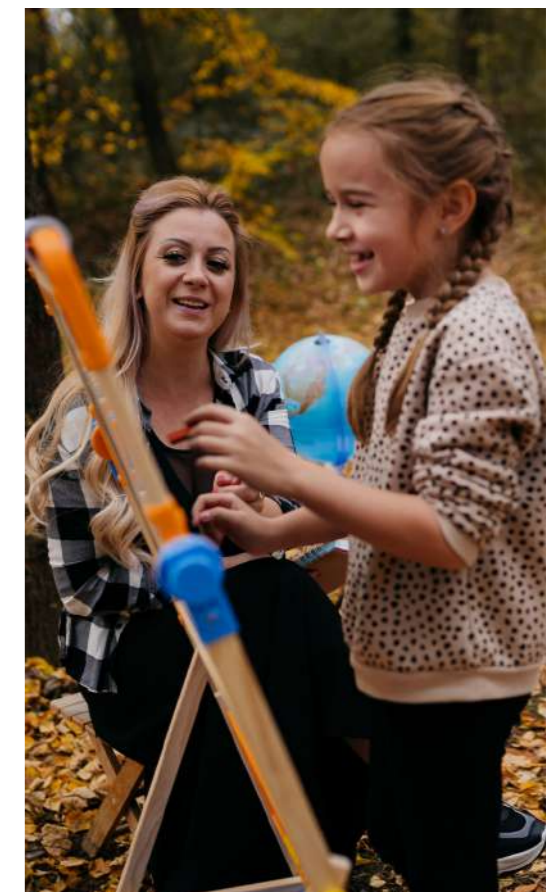
**A** First of all, good job on taking a step back. We have an example of a code of conduct you can use on our website: [go.parentkind.org/codeofconduct](https://go.parentkind.org/codeofconduct). We also have further guidance on dealing with conflicts on Your PTA Expert, but if you need someone to talk things through with, feel free to call us on 0300 123 5460 or book an appointment via our '[Contact us](#)' webpage.

**Q** I am on the PTFA and possibly moving to a secretarial role. Would my husband be able to take up a role as a Treasurer?

**A** There is nothing to stop a husband and wife both being on the committee (unless your constitution prohibits it). However, you will need to take into consideration that there may be a conflict of interest during votes, and while you can both be signatories on the bank account, you shouldn't sign for anything together.

**Q** Talk to me about alternatives to a tombola for a Christmas fair... I have tombola fatigue!

**A** You're in luck, as we have the ultimate PTA guide to quick and easy fundraisers filled to the brim with alternative ideas: [go.parentkind.org/quickandeasyfundraisers](https://go.parentkind.org/quickandeasyfundraisers)



## Are you making the most of your membership?

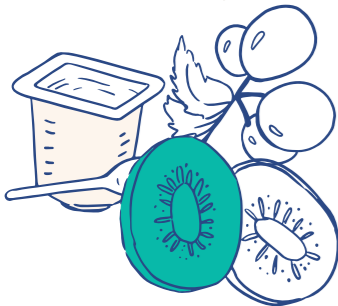
Did you know you can sign up to our member newsletter and member offer emails through your account [on our website](#)? Scan the QR code below to be the first to hear about membership information, news, fundraising initiatives, partner deals and more.



# This term calendar

Looking for some inspiration to fill up your events calendar for the term ahead?  
Here are a range of significant days and dates between September and December

SEP



**Snack-tember**  
The British Nutrition Foundation has turned September into Snack-tember, encouraging children and young people to explore healthier and more diverse snack options, eat more fruits and veggies and increase their knowledge of nutrition.  
[nutrition.org.uk/snack-tember-2025](https://nutrition.org.uk/snack-tember-2025)

**13 September**  
**World First Aid Day**  
How many members of your committee know First Aid? This day serves as a reminder of just how essential these skills are – you never know when you might need them. If you're looking to learn, St John Ambulance offers a wide range of courses.  
[sja.org.uk/courses/](https://sja.org.uk/courses/)

**15-21 September**  
**National Coding Week**  
Coding is becoming an increasingly vital skill for young people. For ideas on how to make the most of the week, head to the official website, which has lots of free resources.  
[codingweek.org](https://codingweek.org)

**19-28 September**  
**Great British Beach Clean**  
Is your school close to the seaside? Take part in the Great British Beach Clean and encourage your school community to pick up litter and protect our stunning coastlines.



**22-28 September**  
**Recycle Week**  
The little things can make a big difference. Make sustainable events your focus for this week, plus share knowledge and awareness with your community to make recycling a regular habit for everyone.  
[recyclenow.com](https://recyclenow.com)

**24 September**  
**National Fitness Day**  
Get the children involved in raising money for your PTA on National Fitness Day. Go traditional with a sponsored walk or run, or try something a bit different with a fun challenge, such as how many star jumps can be done in a minute!



**26 September**  
**National Teaching Assistants' Day**  
TAs play a vital role in the classroom. Celebrate them and the incredible work they do on this special day and express your appreciation by nominating them for an award!  
[nationalteachingassistantsday.co.uk](https://nationalteachingassistantsday.co.uk)



OCT

**Black History Month**  
For 2025, Black History Month pays tribute to the core values of 'Power and Pride', celebrating the visionaries who have shaped the past while also looking ahead towards a more inclusive world.  
[blackhistorymonth.org.uk](https://blackhistorymonth.org.uk)



**2 October**  
**National Poetry Day**  
*The theme this year is 'play'*  
Help children write away  
Read them aloud  
Share and feel proud  
And have an amazing day



**4-10 October**  
**World Space Week**  
All systems go! Whether it's an evening stargazing event on the school grounds or a galaxy-themed cake sale, indulge children's curiosity for space with some exciting fundraisers.

**5 October**  
**World Teachers' Day**  
Teachers have such an enormous impact on our children's everyday lives. Show your appreciation on this day any way you can – a packet of posh biscuits in the staff room definitely wouldn't go amiss.

**20 October**  
**Diwali**  
Also known as Deepavali or the Festival of Lights, Diwali is one of the most important festivals for Hindus, Sikhs and Jains. It symbolises the spiritual victory of light over darkness, good over evil and knowledge over ignorance.



**21 October**  
**Apple Day**  
Apple Day is celebrated each year in the autumn, and encourages rich discussions around nature, culture and food (and lots of apple pie).

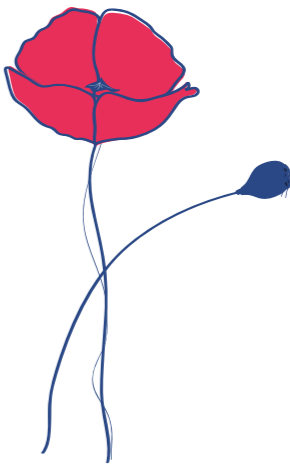
**31 October**  
**Halloween**  
Let's get spooky! The perfect time for a dress-up disco or a pumpkin pie bake-off.



**5 November**  
**Bonfire Night**  
Remember, remember... Everyone's favourite night to watch some fireworks, this is a great opportunity to talk about history, enjoy some autumnal treats and warm up beside a roaring bonfire!

If the idea of fireworks and bonfires feels like a health and safety nightmare, why not try a laser show instead?

**10-14 November**  
**Anti-Bullying Week**  
Break out your best odd socks to celebrate the things that make everyone unique and take a stand against bullying. 2025's theme is 'Power for Good', encouraging children to speak up safely when they see bullying.  
[anti-bullyingalliance.org.uk](https://anti-bullyingalliance.org.uk)



**11 November**  
**Remembrance Day/ Armistice Day**  
A day to reflect on the service and sacrifice of all those who have defended our freedoms and protected our way of life throughout history.

**16-22 November**  
**Road Safety Week**  
Time to share important road safety messages throughout your community and beyond. Check out Brake's website to access their inspiring action packs loaded with ideas and activities.  
[brake.org.uk](https://brake.org.uk)



**17-23 November**  
**Global Entrepreneurship Week (GEW)**  
A chance for young entrepreneurs to get inspired and understand more about business and creativity – why not organise an enterprise fair?

If an enterprise fair is not your thing, check out our quick guide to grow a pound on [page 11](#).

DEC

**5 December**  
**International Volunteer Day**  
Time to celebrate the inspiring work your PTA does to make a positive impact on your community!

**11 December**  
**Christmas Jumper Day**  
Whether your Christmas jumper of choice is garish, fluffy, classy, bah humbug or glow-in-the-dark, now is the time to wear it! You could run a competition for the best (or worst) jumper in school.

**14 December**  
**First day of Hanukkah**  
The start of the Jewish eight-day 'Festival of Light' is marked with prayers, the lighting of candles and traditional foods such as brisket and latkes.

Want to plan even further ahead? Scan here to download your PTA planner for the 2025-26 academic year:

Illustrations: Freepik.com

# Back to School is cool

With our **educational magazines** for kids aged 3-12!

Inspire curiosity in the classroom with a **Nat Geo Kids** or **Little Kids** school subscription.

Subscribe today to receive monthly magazines, free school resources and complimentary access to **Nat Geo Explorer** online events (worth up to £15)!



97% of subscribers agree  
that our magazines support  
their child's learning\*.

Visit [bit.ly/LKPTAX](https://bit.ly/LKPTAX)

Visit [bit.ly/NGKPTAX](https://bit.ly/NGKPTAX)

\* In a 2024 survey with 3,900 respondents, 97% of respondents agreed that the reader had experienced an educational benefit from reading the magazine.

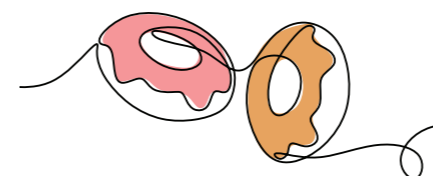
## Quick guide to grow a pound

Money may not grow on trees, but this simple fundraiser will help your PTA stretch pennies into pounds to support your goals. Here are the key points to keep in mind to get everyone fundraising creatively

### Three steps to grow a pound

**1** Grow a pound invites children to be inventive and develop their entrepreneurial skills to fundraise for your PTA. It's the perfect fundraiser to celebrate enterprise week in November and encourage pupils to be creative.

Pupils start with £1 each and are challenged to grow their individual fundraising pot. They can also work together in small groups and pool their starter pounds together. Be clear about whether you'll be donating the £1 or if pupils will be expected to supply their own. You'll also want to set a clear deadline for when funds need to be returned to the PTA.



**2** While this all about encouraging youngsters to think up their own unique fundraisers, we recommend offering some inspiration to get them started. A great example of grow a pound fundraising is a bake sale: the starting £1 can go towards ingredients, and the baked treats can be sold for a profit. Need even more ideas? We've got you covered!

#### For younger children

**Crafting and creating:** Spend the £1 on craft supplies to create personalised cards, bookmarks, decorations and more.

**Gardening:** Spend the £1 on seeds and/or soil to grow flowers, fruit or vegetables to sell.

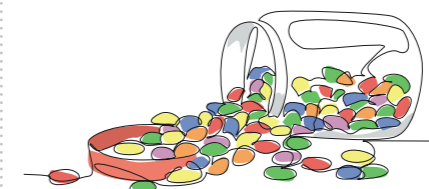
**School tuck shop:** As a group, sell simple healthy snacks, fruit or cold soft drinks.

#### For older children

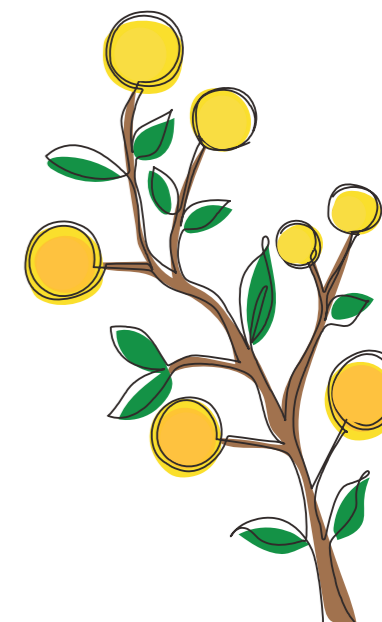
**Games:** Spend the £1 on sweets to fill a jar and charge players to guess how many there are – the winner gets the jar!

**Second-hand goods:** It doesn't cost anything to donate – whether it's old clothes, toys or books, kids can declutter while raising funds.

**Starting a business:** It could be washing cars, tidying gardens, walking dogs or cleaning windows – spend the £1 on promoting the business.



**3** Consider hosting an event for your young entrepreneurs to sell their crafts and baked goods and celebrate their hard work! Once you've collected the funds raised from your pupils, thank everyone for their support. Share your favourite fundraising schemes with your community in newsletters and on social media.



Looking for some more simple fundraisers? Scan here for the  
**Ultimate PTA Guide to Quick and Easy Fundraisers**



# From Apples to Apps: How Teacher Gifting Just Got Easier

Teacher gifts have gone digital – and parents are loving it.

The way people are saying “thank you” to teachers is changing. Gone are the days of polishing an apple and leaving it on Mrs Smith’s desk. These days, life is busy, and sorting a teacher gift can feel like another job on the never-ending to-do list. Then there’s the class politics. How much should you spend? What’s too little or too much?

Group gifting through platforms like **Collection Pot** is transforming the way parents say thank you. So, why are more parents choosing digital group gifting? Here are five reasons it could be your new go-to.

## 1 It takes the pressure off

Parents have different financial situations, and when it comes to teacher gifts it can be difficult to know how much to give. Group gifting removes the pressure. Everyone can contribute what they can, or just leave a kind message. With **Collection Pot**, you can choose to hide the total raised.

## 2 It is efficient

A digital group gift is a great way to save time. It can be set up in minutes and the link can be shared in the parent WhatsApp group. People can contribute at their own pace. Best of all, a **Collection Pot** is free to create and send.

## 3 One happy teacher, and many happy parents

When a class comes together, the results can be special. You can use the pot to send a gift card, order flowers or hampers for delivery, or, if you’re stuck for ideas, simply send the money on so the teacher can choose something they’ll truly love. One Year 8 class even used their Pot to throw a pizza party for the whole school staff.

## 4 Messages that matter

Sometimes it is the message that counts. **Collection Pot** lets parents (and kids!) leave personal messages, gifs and videos. For many teachers, these notes mean more than any physical gift ever could.

## 5 No more “who is holding the money?”

No more awkward transfers to one parent’s account. **Collection Pot** handles everything securely, with funds stored online until the teacher chooses how to spend them. It keeps things simple, transparent, and drama-free.

Whether you’re contributing, writing a heartfelt message, or simply sharing the link with other parents, with group gifting, you are part of a collective thank-you that really means something.

So next time Christmas or the end of the year rolls around, skip the stress and give yourself a break.

Start a **Collection Pot**.



**COLLECTION  
POT**

# Modern day PTA: Grants Officer



Alongside Chairs, Treasurers and Secretaries, modern day PTAs often have other specialist roles that help to make their committee a success. In this issue, we’re taking a look at the ‘Grants Officer’

## What’s the main purpose of the role?

Grant funding can be a major source of income and help to support larger projects that traditional PTA fundraising may not be able to cover, such as big renovations, new playgrounds and significant investments in school resources. A Grants Officer works to research, apply for and secure these grant funding opportunities. They will identify how and where funding

opportunities may be able to support the PTA and school, and then submit applications to grant givers, trusts, businesses and local authorities for donations.

These donations are usually large sums of money to fund a specific project, but can also come in the form of goods or services. As Grants Officers work closely with PTA finances, this role can sometimes cross over with the role of Treasurer.

## What are the responsibilities?

- Understanding how grants can support the PTA’s objectives
- Researching and highlighting suitable grants for the PTA and school
- Writing clear, thorough and persuasive applications that meet the grant giver’s criteria
- Ensuring grant applications are submitted in a timely and appropriate fashion
- Keeping the PTA up to date on applications in progress
- Ensuring grants are used appropriately once secured
- Thanking grant givers for their contributions
- Sharing grant-supported projects with the community

Looking to get started with grants? **Get 50% off a 12-month Grants 4 Schools subscription**, which gives you access to their comprehensive database of funding opportunities:



## What skills are required?

- Organisational skills
- Good maths skills
- Strong, persuasive and clear writing abilities
- Person-oriented
- Great research skills

**Turn the page to read about Joanne Reeves’ experience securing grants for Havannah CP School PTA**

# Making the most of grants

Joanne Reeves has been using grants to support Havannah CP School PTA for two years now. We sat down to talk applications and positive impacts

*“A grant’s a grant. If you don’t get it, nothing ventured, nothing gained, you’re in no worse position. When you’re doing it as a volunteer, every little bit to boost funds is golden.”*

As part of my work with other charities, I've always been closely involved with grant funding. For the PTA, I tend to look at more physical items for grant applications, like extra resources for the library, school gardens and forest schools. Over the past two years, I've put in over 40 applications – I've always got a grant application open on my laptop for somebody!

I'll scour through all of the different grant websites and email lists and earmark grants I think have potential. I'll then run back through them to see if there's a top three to five that are suitable. We're lucky because we've got the Cheshire Community Foundation. They've been one of my biggest wins, giving £2,500 to develop a brand-new school garden completely from scratch.

To renovate our school library, one of the applications I put in was the Tesco Blue Tokens. We got £500 towards books, bought new books and bookshelves, painted the room and put up decals. Now we have a fully kitted-out school library. The enjoyment on the kids' faces when we presented this brand-new reading retreat was just immense. And that's what it's about. It's the look on those kids' faces when something's there for them that wasn't there before. We've been told there were kids going into the reading retreat to read who just didn't show any interest in books previously. So, it's a real win-win!



## Joanne’s top tips

- 1 Start small.** If it's your first time, start easy with your local councils, your Tesco Blue Tokens, your community champions. Once you get them under your belt, it gives you the confidence to move forward.
- 2 Don't get too attached.** There's lots of competition out there for grants, and you can't get too despondent if it doesn't come through.
- 3 Hold on to your applications.** I keep copies of every question and answer in my documents – you never know when you're going to come across another grant application and realise you've already answered that question before. You might need to tweak a couple of words, but you've got the basis of your answer.
- 4 Not all grants are monetary.** There's nothing to stop you applying to people for donations of goods. With the school garden, we got all the trees and shrubs donated by a wildlife group.
- 5 Be bold.** I was in PC World and said to the team, “We're doing a school library and we'd really like a cheap laptop.” It just so happened the area manager was there and said, “I've got this ex-display model we can't sell. Would you like it?” If I see an opportunity, I'm in there like a shot!


Photography: iStock.com/Owen Price

# Raise 3x More on the Fundraising Platform for PTAs


SuperKind is the **award-winning** sponsored events platform, used by thousands of schools and PTAs.


- Completely **free to use**
- Reach **4x more donors** than ever before
- Support **any charity or good cause** (including your school/PTA) with **Gift Aid** included (if eligible)
- **Lowest credit card processing fees** available
- Only platform in the world that legally allows **children to create their own fundraisers**

It is the perfect platform for sponsored events like Colour Runs, Sponsored Bounces, Read-a-Thons, Santa Runs, and more!



Our recent switch to fundraising online was amazing! SuperKind was really easy to set up & share the link to our campaign with parents... it was much more successful than using paper forms, plus the added benefit of getting Gift Aid.





Friends of Holy Family Primary School



Start fundraising today:  
[www.superkind.org/pta](http://www.superkind.org/pta)  
Or get in touch at  
[hello@superkind.org](mailto:hello@superkind.org)  
to find out more



# Ask Clare

advice & support



When running a PTA, you're bound to encounter challenges – and that's where we can help. At Parentkind, we have a dedicated team of advisers, headed up by our PTA Community Manager, Clare. With 25 years of experience and a wealth of knowledge to share, she offers her straight-talking advice on your issues

**Q** I'm the Chair, and one of my PTFA officers has just submitted an application to join the school governors. Is there a conflict of interest in being part of both the PTFA and the school governors?

**A** While there may be a conflict of interest, this doesn't prevent them from sitting on both bodies. We would recommend adopting a robust conflict of interest policy and make sure all parties are aware of the separation of their duties. A model policy is available to download and adopt from our website: [go.parentkind.org/conflictinterest](https://go.parentkind.org/conflictinterest)

**Q** We are being advised that, as our school is part of a Trust, we can no longer sell or have alcohol on site for any events – is this correct?

**A** If you're using the school site for your events then you must adhere to their rules. If they do not allow alcohol on site, then you won't be able to override this. As a separate entity, you are able to hold events off-site and the Trust cannot impose their restrictions on these events. However, we would always advocate for a good working relationship with the school, so your committee should consider the impact of going ahead with events the Trust may not be happy with.

**Q** I'm currently on a PTA committee of four, which is a registered charity. Our current Chair is stepping down at the end of the year due to the time and responsibility it has taken up. The other committee members have discussed moving to a more community-led and team-driven model where there isn't one leader and we all share the load. Is there a legal requirement to have a Chair?

**A** This will depend on what's written within your constitution. If there are roles specified, such as Chair, Treasurer and Secretary, then you will need to elect members into these. If, like in the Parentkind Constitution there are no roles specified and just a minimum number of committee members in post, then you do not need to assign roles to them. Although, we do always recommend there is one person specifically allocated to oversee PTA finances for consistency. Chairs also help ensure that PTA meetings stay on course, so at the beginning of each meeting a committee member should be nominated to chair it – they can take it in turns.

**Q** As the Treasurer of a small PTA who are not yet a registered charity, how do we account for a grant of £18,500? Is it classed as income or treated separately?

**A** Congratulations on receiving such a generous grant! This will be counted as income for your association and should be treated the same way as all other income. As this grant puts you over the £5,000 income threshold, you may need to register with the Charity Commission. If you consistently raise under the threshold each financial year, then you may be able to apply for an exception – if in doubt, it's always best to talk it through with the Charity Commission. You can also find out more about registering as a charity on our [website](https://parentkind.org).

**Q** When completing risk assessments for events, what ratio of adults to children should we have in attendance?

**A** There is no set ratio that is required when holding events. It's up to you as a committee to decide on the level of supervision required as part of your risk assessment. If you're unsure of where to begin, the NSPCC has published the following guidelines:

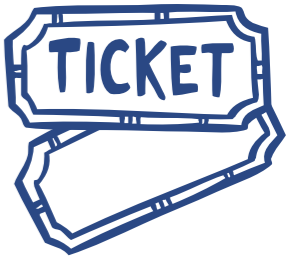
*"We recommend having at least two adults present when working with or supervising children and young people. We recommend the following adult-to-child ratios as the minimum numbers to help keep children safe:*

- under 2 years - one adult to three children
- 2 - 3 years - one adult to four children
- 4 - 8 years - one adult to six children
- 9 - 12 years - one adult to eight children
- 13 - 18 years - one adult to ten children

*Depending on the needs and abilities of the children and the nature of the event, you may want adjust the ratio to suit your needs. It might also be useful to talk with your school as they may have some useful guidance for you."*


**Q** Are our committee members allowed to buy raffle tickets? It seems a bit wrong for them to win prizes.

**A** There's no right or wrong answer to this – it's your committee's choice. Raffles are a game of chance, a random draw of numbers, so it's really down to luck! If it makes you uncomfortable, then you can decide as a committee not to buy tickets. If committee members do buy tickets, you might want to nominate a non-committee member to draw the numbers so it doesn't look like they are favouring themselves or each other.





Got an issue you need advice on? Contact Clare and her team:

 [Live Chat](#)

 [parentkind.org](https://parentkind.org)

 **Helpline**  
0300 123 5460  
(Mon-Fri 9:00-5:00)

 [info@parentkind.org](mailto:info@parentkind.org)

 Message us at [PTA Expert by Parentkind](#) or post a question in our community group [PTA Hangout by Parentkind](#)

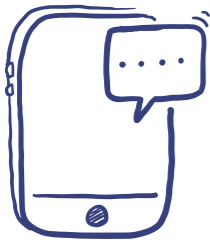


# How to use AI

Everyone is talking about AI these days, but could it be helpful for your PTA? Here are eight things to consider when using this rapidly growing technology

## 1 What exactly is it?

AI (or artificial intelligence) is software that uses algorithms to perform tasks or create content that we previously thought only humans could do. From generating writing and art to performing medical diagnoses and language translation, there are lots of potential uses for AI.



## 2 What your PTA can use it for

There are many tasks you could use AI for in your PTA, for example:

- Summarising AGM minutes
- Transcribing recorded meetings
- Writing grant applications
- Pitching to local businesses
- Creating social media posts
- Building emails
- Writing letters
- Designing posters and flyers
- Coming up with event ideas
- Writing risk assessments
- Setting up templates

## 3 There's an app for that

We've all heard of ChatGPT. It's a nifty app that creates copy when you feed it prompts, such as 'Write a poster advertising a PTA inflatables day'. Here are some other AI tools you might want to try:

- **Grammarly** – a writing assistant that checks and perfects your ideas
- **Canva** – a simple-to-use design tool with AI capabilities
- **NotebookLM** – a research and note-taking tool
- **ChatPDF** – scans PDFs and answers any questions you have about them

- **Zoom** – creates live captions and meeting transcripts for Zoom calls
- **Looka** – helps with branding and marketing



## 4 How to write great ChatGPT prompts

- Be clear and specific
- Give an overview of the context (e.g. audience, format)
- Break down any complex requests
- Use examples or templates where possible
- Say what you want to avoid

If you have any PTA-related questions, no need to ask ChatGPT, ask our Community Advisers by calling **0300 123 5460** or emailing **info@parentkind.org.uk**

## 5 Copyright (or copywrong)

One of the biggest issues with AI is that it trawls through copyrighted material and uses it to generate its results. It's a bit of a grey area at the moment as AI has developed faster than regulation. Something to think about if you're creating promotional materials for a movie night featuring a famous franchise, but not so much when asking for examples of risk assessments.

**It's not easy being green**  
If your school is committed to being greener, keep in mind that AI uses a lot of energy and using it could contradict any environmental policies they have in place. Speak with the school to see what they think and look out for eco-friendly alternatives – technology is changing every day.

## 6 Prompt or polish

While the possibilities of AI may seem endless, the technology isn't perfect yet. We recommend using it to prompt or polish – either to generate ideas at the start of a project or to tidy it up at the end. AI is a great time saver, but you will still need to proofread, edit and sense check everything it makes.

## 7 Staying safe

As with all technology, there are risks involved in using AI. Never input private, personal or sensitive information, make sure you understand the privacy settings of the tool you're using, and always report inappropriate and offensive results. Depending on how the AI has been developed, its results can sometimes be biased, so use it with caution and keep yourself informed of the potential risks.



## 8 When to use a human

There are times when a human being is still your best option:

- **Anything legal** – AI is great for translating legal jargon, creating templates for documents and spellchecking, but don't use it instead of a professional.
- **Video and photos** – AI graphics look impressive, but realistic photos/videos are a moral grey area, especially with depictions of children, as you don't know where the app has sourced the original images from.
- **When asked not to** – Some organisations have policies against the use of AI. For example, you might be asked not to use it for a grant application. Some schools also have concerns due to an increasing number of pupils using AI to cheat on homework and coursework. It might be worth speaking to your headteacher about the school's policy.
- **Professional parents** – If you know of any parents who professionally do the sort of tasks you want AI to help with, ask the parent first. It's better for community and relationship-building, and the result will likely be much better. If they say no, you've always got AI to fall back on.

Does your PTA use AI?  
Let us know your thoughts on **PTA Hangout**:



# Struggling with overcrowded classrooms?

Transform your school's unused outdoor space into beautiful, affordable learning environments.

- ✓ Quick turnaround
- ✓ Flexible and affordable additional space
- ✓ Lower capital costs to install
- ✓ Natural materials create a comforting environment
- ✓ Spaces can be used for: overflow classrooms, temporary accommodation during building refurbishments, after school clubs, offices for administration staff, school shops.

Call us today on 0203 8070369 or email us at [info@summerhouse24.co.uk](mailto:info@summerhouse24.co.uk) to discuss your requirements

**summerhouse24**  
summerhouse24.co.uk

## GET YOUR DASH ON!

### WANT A FUN EVENT WITHOUT THE FAFF?

Creature Dash lets you host laugh-out-loud race nights in minutes. Customise your creature, add sponsor logos, print cards - then press play and let the fun begin.

**No experience needed. Just pick a racer and cheer!**

**WE RAISED £1,500 AT OUR FUNDRAISER!**

**PERFECT FOR SCHOOL FAIRS!**

**SLOW AND STEADY WINS THE RACE!**

**CREATURE DASH**

## READY, SET, GO!

Try a **FREE demo** at [CreatureDash.com](https://CreatureDash.com) and run a race night everyone will be talking about.

# 2026 LEAVERS HOODIES

QUICK & EASY ORDERING WITH CASH REWARDS & FREE HOODIE

- 👤 Online Shop & Organisers Portal
- 👤 Commission & Fundraising Opportunities
- 👤 Free Hoodie & Support for Pupil Premium Students
- 👤 45 Hoodie Colours
- 👤 Variety of Print Colours
- 👤 Custom Print Options Available
- 👤 Great Quality Hoodies

That's Hartland Happy :-)

**www.hartlandhoodies.com**  
[sales@hartlandhoodies.com](mailto:sales@hartlandhoodies.com) • 01323 409140

**HARTLANDHOODIES**

Minimum of 5% commission payable to schools and organisations on total sales

# Back to basics: who's who in your PTA

Do you know the difference between Officers, Ordinary Committee Members, Volunteers and Trustees? PTA roles can be a little confusing, so we've broken down exactly who's who in a typical PTA

Committee members are volunteers elected during the association's Annual General Meeting (AGM) to manage the PTA on behalf of its members. There are two types: Officers and Ordinary Committee Members. Officers have roles such as Chair, Treasurer or Secretary, but there is no difference in responsibility between Officers and Ordinary Committee Members – just those with specific role titles and those without.

## Officers

*What the Chair / Co-Chair is responsible for:*

- Preparing and setting the agenda for meetings
- Setting the ground rules for and chairing meetings
- Delegating tasks to other committee members and volunteers, checking they're completed and offering support where needed
- Liaising with the school
- Ensuring the committee is governed in line with their constitution
- Ensuring any decisions are made correctly and fit the objectives of the association, as set out in the constitution
- Writing the Chair's report for the AGM
- May be a signatory on the PTA bank account

*What the Treasurer / Co-Treasurer is responsible for:*

- Keeping accurate and up-to-date financial records
- Presenting financial updates at each committee meeting
- Managing the PTA bank account and holding the association cheque book/debit card
- Monitoring and managing online payment platforms
- Preparing floats
- Ensuring best practice procedures are followed for counting and banking money, making payments and claiming expenses by all committee members
- Making any approved payments on the committee's behalf
- Preparing the annual Treasurer's report for the AGM and arranging an independent examination of the association's accounts
- Completing the relevant Charity Commission's annual return if your PTA is registered as a charity
- Managing Gift Aid (or assisting the person responsible)



All committee members have **equal voting rights**, but the Chair has an additional casting vote if a vote is tied – this is normally used to bring the subject to the next meeting for further debate.

*What the Secretary / Co-Secretary is responsible for:*

- Preparing for meetings with the PTA Chair
- Taking minutes at meetings, recording attendance, action points, decisions and proposals
- Circulating approved minutes, along with a reminder of any actions agreed
- Maintaining association records
- Making sure the association is GDPR-compliant
- Updating Trustee details with relevant charity commission (as appropriate)
- May be a signatory on the PTA bank account (along with at least one other committee member)
- Handling the association's correspondence

**Turn the page** to find out more about Ordinary Committee Members, Volunteers and Trustees.

Illustration: Freepik.com



**Ordinary Committee Members**

Ordinary Committee Members are voted onto the committee and are just as responsible for the control of the association, its property and its funds as the Officers, only without having the title of Chair, Treasurer or Secretary. They have the same voting rights in committee meetings. If the PTA is a registered charity, they're also Trustees and can be signatories on its bank account. Ordinary Committee Members can be given specific tasks or titles to support the Officer roles, such as Grants Officer, Preloved Uniform Coordinator or Social Media Manager. They can help new parents get involved in school life or recruit existing parents to volunteer at events, maybe as a class representative.

**Volunteers**

As well as the elected committee, PTAs tend to have a list of volunteers who support them on a regular basis. They aren't able to vote, but it's a nice way to get introduced to a PTA and many volunteers go on to become Officers.

**Trustees**

If the PTA is a registered charity, all elected committee members automatically become Trustees of the charity. This means they have a legal duty to ensure the charity acts lawfully and is managed properly. While each Trustee has an individual legal duty, all decisions should be made collectively by all committee members. No one individual should take sole responsibility for a committee decision or activity. There shouldn't be any committee

members who aren't listed as Trustees, and there shouldn't be any Trustees who aren't committee members – but not everyone is eligible to be a Trustee. It's important to make potential committee members aware that **they can't be elected if they:**

- Are disqualified as a company director
- Have an unspent conviction for an offence involving dishonesty or deception (such as fraud)
- Are an undischarged bankrupt (or subject to sequestration in Scotland), or have a current composition or arrangement, including an individual voluntary arrangement (IVA), with your creditors
- Have been removed as a Trustee of any charity by the Commission (or the court) because of misconduct or mismanagement
- Are on the sex offenders' register



For more information on PTA governance, head to our website: [go.parentkind.org/governance](https://go.parentkind.org/governance)

Got a specific question? Get in touch with our knowledgeable Community Team by calling **0300 123 5460** or emailing [info@parentkind.org](mailto:info@parentkind.org) – you can also book time to speak with them via the **'Contact us' page** on our website.

Illustration: shutterstock.com/Guens Graphic Studio. Photography: iStock.com/SDI Productions



# Turn Outgrown Uniform Into Funds For Your School

Multi award winning marketplace providing **FREE** online preloved uniform shops to hundreds of schools across the UK



We'll send you a free box of books to give out with orders thanks to our friends at Awesome Books.

## The Benefits for Schools & PTA's

- Raise Funds for Your School**  
Generate income from every sale and donation.
- Save Parents Money**  
Help parents save money while ensuring school uniforms remain accessible to all.
- Encourage Sustainability**  
Promote an eco-friendly way for families to access school essentials.
- Educate the Next Generation**  
Empower students to help manage the online shop, gaining real-world business experience.
- Effortless Setup & Support**  
Cress handles the all of tech and provides all the resources needed for a smooth launch.



[wearecress.com](https://wearecress.com)  
[@cresscollective](https://@cresscollective)  
[info@wearecress.com](mailto:info@wearecress.com)





# How your PTA fits in with school life

Maintaining a good working relationship with the school is key to a PTA's success, but sometimes there can be misunderstandings over what a PTA can or cannot do, or what a school can or cannot make decisions on. This can cause confusion and sometimes even disputes, so we've answered some of your frequently asked questions on the subject

### Our school doesn't understand what we're there to do, how do we explain?

It might seem like a basic question, but we often hear of PTAs and schools butting heads over what a PTA is actually there to do.

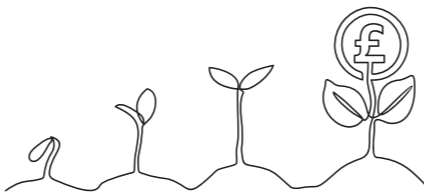
To put it simply, a PTA works to make their school a better environment for the pupils to learn in. But that isn't just about raising money – remind the school that you're also there to:

- Provide educational equipment and experiences for pupils

- Break down barriers to help parents get involved with school life
- Strengthen the school community
- Help to market and advocate for the school
- Encourage a wide and representative range of parents, carers and other interested parties to become involved in the school
- Provide opportunities for volunteering
- And so much more!

Clear and regular communication is important. Consider running a

mini campaign to raise your PTA's profile, introduce yourselves to staff, bust some myths and set up some meetings. Ask the school what they need and if they have any questions for you. If you're still struggling, contact our Community Advisers – while they can't offer a mediation service, they can set up a meeting for you and the school to discuss the value of your PTA.



### Can the school impact what our PTA does?

Your PTA is a separate legal entity. Because you exist for a charitable purpose, you are considered a charity, whether you're registered with the Charity Commission or not. As such, under charity law it is the elected committee members who have equal, legal responsibility for the running of the association. That being said, your headteacher and the governors of the school are responsible for any activity that takes place on school grounds and have the authority to restrict activities they disagree with. This applies to any goods or services your PTA wants to donate to the school, which can be refused. When holding events on the school site, you must adhere to school policies. You can hold PTA events offsite if you wish and you won't need the school's permission to do so.

In some circumstances, a headteacher can be asked to become the president of your PTA without election. A president is an honorary title – it holds no voting rights, is considered neither an elected committee member nor a Trustee, and is not allowed to vote at any committee meetings. A president is not legally responsible or accountable for running the association. It is a largely symbolic role, but having a president is an excellent way of keeping open communication between the school and association and helps manage conflicts of interest. Presidential roles and permissions should be detailed in your constitution.

### Can our school tell our PTA what to fundraise for?

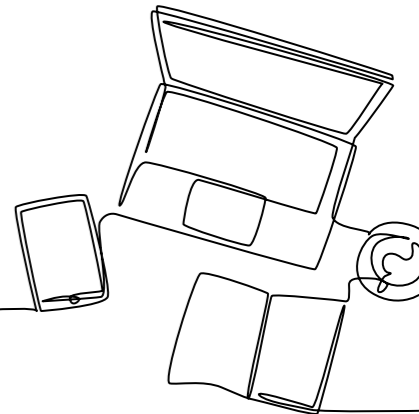
Short answer? No. Long answer? Everything you fundraise for should be discussed with the school to

make sure it is something they actually want. A lot of PTAs open up 'bids' to school staff and subject departments, which is a great way to get a sense of what the school needs while allowing your committee to 'park' or 'prioritise' requests. It's up to your committee to choose what you raise money for and to decide whether any bids or requests correlate with your constitution and charitable objectives for the year. But be mindful with your decision-making – if some of the items on the school's wish list are refused by committee, consider funding something else that fits the objectives of both the PTA and the school. This will strengthen your relationship and frees up funds for the school.

### Can our school tell us what to spend money on?

No. As above, all spending is a committee decision. Only the elected committee members can decide how funds are spent and

they must ensure the objectives are set out in the constitution. The school can suggest, ask and advise, but they cannot literally tell you what to spend your money on. Be clear and firm about this, but also meet them halfway and be flexible when you can.



### Our school has asked us to pay for something last-minute. Should we?

If it is agreed upon by the committee and aligns with your constitution and fundraising objectives, you can.

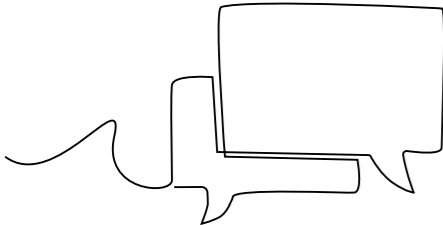


Any decisions made away from a meeting (such as via WhatsApp) must be unanimous – so if you make any ad hoc spending decisions, the whole committee must agree. If you're not in agreement, it'll need to be taken to a face-to-face meeting.

Last-minute requests can be frustrating, especially if you had other plans for the money, but to maintain a good relationship and for the benefit of the pupils, you may very well decide to do it. The only time that you cannot is if you raised money for a specific purpose and your supporters were told their contributions were going towards it – in this case, the funds become 'restricted' and can only be used as advertised.

*How do we speak to our members, do we have to go through the school?*

You can communicate with your members any way you choose. That could be via Facebook, WhatsApp, Classlist, mailing lists – or all of these, just make sure you're GDPR compliant. If the school are willing to share PTA activities through their own communication channels, it can really help to get the word out, so it's worth asking them.



*The school have bought something already and are now asking us to pay for it. Can we do that?*

All PTA spending has to be agreed on by the elected committee and has to fit the objectives of



the association, as stated in the constitution. You are under no obligation to fund something the school has already bought without the knowledge of the committee. If you want to avoid awkwardness and it fits with your objectives, you could agree to this one purchase. However, you then need to make it very clear how spending decisions work, the committee members' legal responsibility, and that in future anything they would like the PTA to fund does need to be presented in time for the committee to hold a discussion and vote on it.

*School staff never help out at events. What can we do?*

School staff don't need to help out at events if they don't want to. You can ask, and perhaps speaking to them directly about it rather than

waiting for them to step forward will inspire a few new volunteers, but if they say no, don't press it. Instead, keep building on your relationships with staff and let them see the value of your PTA. Speaking to the headteacher could also help.

Our Community Advisers are here to help you with all questions about your PTA and your relationship with the school – big or small. Call them on **0300 123 5460**, email at **[info@parentkind.org](mailto:info@parentkind.org)** or book a chat at a time that is convenient for you on our website: **[go.parentkind.org/bookdedicatedsupport](https://go.parentkind.org/bookdedicatedsupport)**

Illustration: shutterstock.com/simple life. Photography: iStock.com/SolStock

# Gear up for an Epic New Term.

From Firework displays to Santa's grottos, enjoy easy online event ticketing and instant in-person sales with our Tap-to-Pay mobile app!

- ✓ Sell and Scan tickets in-person.
- ✓ Easily collect donations from parents.
- ✓ Free for all Free Events.

 **trybooking**.com



# Shape your Skills Award

## Help children at your school build confidence & resilience

Delivered in class or as an after-school club, the Shape Your Skills Award is a new accredited award that gives children the confidence and self-belief they need to develop into the best versions of themselves.

With lots of fun and engaging activities, the award helps them to build their skills in teamwork, problem solving, organisation and communication.

Full resources are provided and no training is required – and it's only £295 for a whole year!

To bring this opportunity to your child's school, simply scan the QR code and send the link to your PTA group and school staff connections.

Any Qs? Simple email: [sysa@leadershipskillsfoundation.org](mailto:sysa@leadershipskillsfoundation.org)

Scan me







# LIGHTMAIN



## BUILT FOR PLAY. DESIGNED FOR SCHOOLS.

- ➔ Trim Trails & Swings
- ➔ Multi-Use Games Areas (MUGAs)
- ➔ Playground Inspections
- ➔ Playground Design, Install & Refurb
- ➔ Wet pour, Carpet & Surfacing

**CONTACT US NATIONWIDE:**  
0114 282 1259

**Tough enough for term-time, flexible for your budget.**  
[www.lightmain.co.uk](http://www.lightmain.co.uk)  
[enquiries@lightmain.co.uk](mailto:enquiries@lightmain.co.uk)

# CIRCUS PAZAZ

LITTLE CIRCUS • BIG FUN

**We provide high quality circus shows and circus skills workshops Entertainment for all ages – Bringing the FUN to fundraising!**

Options available for all sizes of school plus Marketing tips included!

- ★ TENTED SHOWS
- ★ INDOOR SHOWS
- ★ CIRCUS WORKSHOPS
- ★ ALL YEAR ROUND

"What a fabulous way to raise funds for our school. Brilliant circus, enjoyed by all!"



**For more information and to book visit**  
[www.circuspazaz.com](http://www.circuspazaz.com)  
**or find us on Facebook or Instagram**

# Confessions

When you're running a PTA, sometimes things can go wrong – but it's important to see the lighter side! We asked for some of your embarrassing PTA moments, and you did not disappoint...

“  
Last year we held a pirate-themed summer fete! I thought I found a bargain life-size wheel for our hand-made pirate ship, and bought a pool off Temu for the 'walk the plank' we made... Well, the committee had a good laugh and I don't think I'll ever live these down...



“  
In 2024, our school held the first summer fair since COVID. We had a drizzly start but then the sun came out and all was running smoothly... until the fire engine arrived! This was our big seller and something we knew the kids would absolutely love. By the time it arrived the fair was in full swing, which meant a large audience watching with anticipation as it entered the playing field.

There was a loud bang followed by a screech... the engine had crashed into the gate and got stuck, denting the side in the process! The crew were fantastic, stayed calm and managed to manoeuvre out eventually. It was great to see the team in action, along with our wonderful school caretaker who had to remove the gates. The crew stayed on site to 'show and tell', which our families loved!



“  
I ordered 6,000 raffle tickets and applied for our TEN licence for the wrong date!



“  
We run a Christmas shop every year. About four years ago, we bought some Christmas-themed ties as they've always been popular. The ties were all folded in half in the box they were sent in – you could just see the Santa face and hat on each one. That was until our volunteer pulled out the first tie to wrap it up. As it unfolded, she was treated to the bottom half of Santa – minus his clothes!

Got a funny story to tell? Email us at [editorial@parentkind.org](mailto:editorial@parentkind.org) and you might feature in a future edition of PTAextra!



ON AVERAGE, A COLOUR RUN RAISES £20-£50 PER PARTICIPANT!



PLANNING A PTA FUNDRAISER?  
WE'RE HERE TO HELP!

At Ministry of Colours, we know planning a school fundraiser takes time, effort and passion - and we're here to make it easier! Explore our website for exciting products, real-life success stories, and our dedicated PTA Fundraising Zone packed with tips and tools to help make your next event a success.

GET 10% OFF  
YOUR ORDER

PROMO CODE  
PARENTKIND10



We spoke to two secondary school PTAs – Caldies PTA and Sydenham School PTA – about how they built closeknit communities without the school gate culture that primary school PTAs benefit from



“It’s not always about the money. It’s about building those community links”

Leigh Bevan, Fundraising and Marketing Coordinator of Calderstones School, and Gail Thornton, Chair of Caldes PTA

**Leigh:** Calderstones School is a large, mixed comprehensive school in South Liverpool that welcomes all faiths and backgrounds. Over 70 languages are spoken and we have over 50 cultural groups, so it’s a wonderfully diverse community. I started last September as Fundraising and Marketing Coordinator for the school. The first thing I wanted to do was start a PTA. I’m Chair of my daughter’s primary school PTA and it’s just brilliant for the community and for fundraising.

I put a call out for parents saying we want to set up a PTA, and Gail was one of the parents who got involved.

**Gail:** We were so lucky to have Leigh there to kick things off and guide us. I’d never experienced that kind of school involvement with any PTA I’ve volunteered with before. It’s lovely that the PTA and the school work so closely together.

**Leigh:** The beauty of my role is that it shows the commitment from

the school to prioritise community and fundraising, as well as the wellbeing of parents and staff. And because I run my own PTA, I’m very conscious of the work volunteers put in. I wanted to do as much as possible to get it all set up and then facilitate what the parents and the community want to do.

**Gail:** “I work from home, but I like talking to people and feeling part of something”

**Gail:** I was keen when my children started primary school to get involved in the PTA. It was a way of meeting other parents and having a chat with an adult during the day.

When my children started secondary school, it was so different because I don’t pick them up. I wave them off at the door and they arrive home at some stage later in the day. I suddenly felt so removed and missed being part of that community. When I saw Leigh’s call out about the PTA, I saw it as an opportunity to build those relationships again.

**Gail:** “The biggest advantage of secondary school PTAs compared to primary is we’ve got all these amazing students who volunteer, and they’re just fabulous”

**Gail:** The students do live performances at the summer festivals, DJ at the fireworks night and make food to sell on stalls. I think for those who want to, they can really have a sense of ownership and input on PTA events.

**Leigh:** We’ve got a real core of student volunteers who come to help at every single event, more than any parent and staff member. I think that is the difference, that there may be more students invested in what we do, but it’s also harder to cater to them. What do secondary school students really want, what do their parents want?

**Gail:** We’d love to link in with The Duke of Edinburgh Award so that students who need to get their volunteering hours in can volunteer with PTA events. From an academic point of view, there are lots of A levels and T levels that would benefit from working with us too. There are loads of ways in which the PTA, the student body and the teaching staff could all benefit each other.

**Gail:** “We’ve run some events where we knew we weren’t going to raise much, but that wasn’t the aim”

**Gail:** It’s not always about the money. It’s about building those community links. That’s one of the main aims of Calderfest, our summer fair in July.

All of the Year 6s coming to the school in September have been invited with their families, and the games and activities have been organised with them in mind. I’m hoping the PTA becomes part of their school experience, whereas it hasn’t traditionally been before for other students. It’s also a fabulous way for them and their families to look around the school again before they officially start.

**Gail:** “Just like any big business, it all comes from the top down, and our headteacher is incredibly supportive”

**Gail:** I have to give a shout out to our headteacher. He dresses up as the Grinch at Christmas and lets the students pie him, and goes in the stocks in summer and lets them chuck water over him – he’s amazing.

**Leigh:** I also want to give a huge thank you to the parents and students who have been involved with the PTA. It really has been an army of people and they don’t get individual thanks enough!



Photography: Paul Meyler, Emmashootsife, Caldes PTA

“I think a secondary school PTA has quite a different feel to a primary school PTA and is a much more professional set up”

Sarah Mahomed Ross and Helen Reay, Co-Chairs from Sydenham School PTA



**Helen:** Sydenham is a girls’ school. There’s a nearby boys’ school called Forest Hill, which is on a different site, but we team together and have a co-ed sixth form. It’s a really nice community atmosphere – it’s a very diverse school that represents the diverse community of Lewisham.

**Sarah:** Our PTA has been going for about 12 years now and is run by parent volunteers, but we work

closely with the school staff. We have a Co-Chair model that has worked well for us because I have a full-time job, as do most of our core team, so it means we can lean on each other.

**Sarah:** “Teachers tend to email us about what they need to raise funds for and ask if we can help them”

**Helen:** They also email about events, like our annual art show, and ask if we can run a bar and arrange the alcohol licence.

**Sarah:** We have a main point of contact in the school, a teacher who is part of the senior leadership team who we meet regularly. Each half term we have faculty bids, which are coordinated through her. These will ordinarily be under £500.



**Helen:** In the autumn term we funded a Lego Club subscription, some board games and some puzzles, repaired some musical instruments, got some shears for textiles and bought things to do with Child Mental Health Week.

**Sarah:** We also paid for a touring company to come in for a production of Macbeth, which brought the GCSE course to life.

**Helen:** It isn’t always about funding one big project. What’s really nice is being able to show the parents how we fund a whole range of things.

**Sarah:** “A couple of us on the PTA are trained Youth Mental Health First Aiders”

**Sarah:** We thought it would be a good idea to set up an informal chat group to talk to parents if they’re having challenges, or if their young person is having any challenges. It could be around neurodiversity and getting a diagnosis, issues in the lead up to exams, or even with the onset of puberty and how to navigate that.

The chat group has been really valuable to parents who are going through similar journeys. We have a dynamic document as well, and parents add links that are useful to them, such as podcasts and articles. We’ve had such good feedback.

**Helen:** “There are lots of pros in being a PTA for a secondary school”

**Helen:** A significant benefit is that we don’t have to do things like Christmas fairs – they’re enormous and require a huge number of volunteers, plus it’s the busiest time of year for everybody. They’re exhausting for everyone involved. Our events are more targeted, and they always feel calmer and more organised.

The idea is that we’re funding enrichment projects, things that are not the basic curriculum.

**Sarah:** It can be enrichment outside the classroom, but also within the classroom as well. We funded a 3D printer, for example, which was great for the design and technology department.

**Helen:** We also got some spare PE kit so everyone can do PE, even if they’ve forgotten their kit.

**Helen:** “The biggest challenge we find is getting parents involved”

**Helen:** Parents are busy, basically. Our focus is reminding them we’re here and we’d love a little bit of help, or for them to buy a ticket to something.

**Sarah:** It’s hard converting volunteers to be more long-lasting volunteers that could perhaps help over the whole school year, but we make it work between us.

**Sarah:** “We’re so proud of the community we’ve grown”

**Sarah:** Being able to enhance the school experience for the students is so rewarding, as is having that ongoing connection with the school and staff. We’re also so proud to be able to offer opportunities for professional growth and networking to parents.

**Helen:** I think a secondary school PTA has quite a different feel to a primary school PTA and is a much more professional set up, but in a way that’s a nicer thing to be involved in. We draw on skills that a lot of our parents have. Not many parents have experience running a craft stall for dozens of six-year-olds, but there are a lot of parents who know how to send the right email, create a quick Excel spreadsheet and approach businesses and sponsors. It’s the kind of thing you can do in an evening or a weekend. You’re not expected to rock up at school at 3pm with 4,000 cupcakes!



Photography: Paul Meyler

# We asked Gail and Leigh from Caldies PTA and Sarah and Helen from Sydenham School PTA what fundraising advice they would give to secondary school PTAs...



**Gail:** We've concentrated a little bit more on large-scale events. In primary school we did a lot of discos and film nights and smaller things that the kids were dead enthusiastic to come along to, whereas in secondary school, we found smaller events haven't been quite so successful in terms of effort versus reward.

**Leigh:** Definitely. I'd say don't be afraid to go big. Obviously then you need the volunteers for it, but that has been a much better tactic for us. When I got the job, there was a bit of scepticism from the Trustees about how impactful a PTA could be.



There was talk like, you can't do 100 bake sales each term, and I said I've got no plans for that (I hate baking!) but those bigger events make much more of an impact. It's a lot easier to throw everything at one big event than doing lots of little ones.

**Sarah:** What we found works well is to bolt on to some of the school events. That way we know when they're coming, how many people are expected to be there and can plan how much stock we need to run for a bar or a special kind of fundraiser. While it doesn't make a lot of money, it's regular and means we can interact with the parents and carers. That's helped us build a good rapport with staff too.

**Helen:** The second-hand uniform sale that we did for incoming Year 7 parents in July was one of our biggest successes, as well as the

online Christmas raffle we paired with the Christmas concert. We work very hard (Sarah in particular) on getting good prizes from local businesses.



Recently we were approached by a company called Plus Rooms to put up estate agent boards to advertise them at one of our events, which was really good for us. Very low level of work from our perspective and an unexpectedly good fundraiser.



Illustrations: shutterstock.com/Fairy-N, Freepik.com, Photography: Paul Meyler



www.pipa.org.uk

## Hiring an inflatable at School?

Use our checklist to help keep users safe!

Have you considered:

- ✓ Is the inflatable safe?  
**Check the PIPA tag!**
- ✓ Is the inflatable operated safely?
- ✓ Does the company have safe working practices?
- ✓ Is there insurance in place?
- ✓ Have the daily safety checks been carried out?



Visit our website to find out more about hiring an inflatable, and to download a free checklist:

[www.pipa.org.uk/whos-pipa-for/for-schools-organisations/](http://www.pipa.org.uk/whos-pipa-for/for-schools-organisations/)



## RAISE MONEY FOR YOUR SCHOOL BY RECYCLING CLOTHES

**FILL THE BAGS** ✓

**COLLECTION** ✓

**PAYMENT** ✓

★★★★★

TOP MARKET PRICE PAID

**1KG = 45P**



**CONTACT US**  
07476406699

**THELITTLERECYCLERS.CO.UK**  
HELLO@THELITTLERECYCLERS.CO.UK

Products that sell themselves...

**EASY FUNDRAISING**

**BONFIRE NIGHT**

**DISCO & EVENING EVENTS**

**10% Discount Code**  
**PKPTA25**

\*Enter code above at the basket for a 10% discount

**glowsticks.co.uk**  
suppliers to trade, public and promotional markets since 2000

**Tel: 0345 470 3030**  
**Email: info@glowsticks.co.uk**

**Safety First!** All our products are • Fully UK approved • EN71 compliant • Non-toxic • Cool to the touch

We pay a little more for our products to not only ensure your safety, but also to provide high quality products that you will be happy with. Don't hope you're safe - know you're safe! Suppliers of high quality and safe Glow and Flash Novelties to Schools, PTA, Universities, Trade and Blue Chip companies since 2000.

# Spending wisely

*“It’s not just a school – we’re all part of the same community”*

Last September, Parentkind were thrilled to announce a partnership with Asda’s Cashpot for Schools campaign. We sat down with Nicola Snook and Emma Smales, Chair and Vice-Chair of Wilthorpe PTA, to find out how they used the funds they raised through the scheme to create a brand-new learning resource

**How did you first get involved with your PTA?**

**Emma:** As soon as Nicola put herself forward for Chair, I messaged her straight away and said, “If you’ll be Chair, I will be your right hand – I just don’t want to be the head person!” and we do work very well together.

**Nicola:** I was just an active member to start with, then our Chair was leaving and we had no volunteers to come forward. I thought, well, why not? Our committee is very small – it’s literally me, Emma and a few parent volunteers.

**How do you manage your fundraising?**

**Emma:** Me and Nic do all the planning and day-to-day, then we have a small group of people. Generally, we rely on parent volunteers – even the Year 6 children will come and run stalls and things like that because it’s very small.

We scrape together people, it’s a struggle. We’ve had events where we’ve had to cancel certain elements because we’ve not had the volunteers to make it happen. Luckily, we’ve got a good relationship with the school and the headteacher, so all the staff volunteer.

**How did you get started with Cashpot for Schools?**

**Nicola:** I signed us up, went into a school meeting and said, “I really need you to share this,” and that was that! We raised a total of £932.36. I literally got an email from Parentkind, opened it up and we were quite intrigued. It was a very easy process and from there I just spread the word.

**What did you use the funds you raised for?**

**Nicola:** The headteacher we’ve got, she’s always full of ideas. She came



and discussed the idea of a history wall with us, showing us some mock-ups of what it could look like, and our history teacher did the designing and planning with the company that we used.

**Did you need to do any additional fundraising for the history wall?**

**Emma:** At our last summer fair, we said that the funds from that were going towards the new library. But because we really hunted around

and got good deals, we had more funds leftover than we expected! Between things like that and the Cashpot, all that money funded the history wall.

**What has the impact of the history wall been?**

**Emma:** It’s along the main corridor outside the hall where the children go every day for assemblies, and it’s just so eye-catching. It’s really interesting because it’s not just the Egyptians, Vikings, that sort of

history. It’s also got local history on as well. Each class takes the kids up to have a good look and have a conversation about it. It’s nice for them to look at something and know that it’s from this area, and we really like the school to feel like part of the community.

**Nicola:** It’s a talking point for adults as well, since you can see it even if you’re just on the way in. What was just a plain white wall along the corridor is now really brightened up and it gets everyone talking.

**For other projects, how does your PTA make decisions around spending funds?**

**Nicola:** Obviously, our main aim is benefitting the children and what they require within school. We always consult with the headteacher.

**Emma:** There’s a school council and two children from each class attend. When we bought a lot of new playground equipment, we went into the school and asked the children what they’d like. Each classroom had their own meeting and then the school council got together to tell us what they would like.

**From those kinds of discussions, what are some future projects you’re funding?**

**Emma:** We want to get new playground equipment, sheds and storage, and interactive boards, especially for the younger classes. The ultimate goal is to unearth our pond! It’s fenced off, it’s completely overgrown, and we want to get that cleared up and refreshed so the children can use it for their learning and explore.

**What’s your top tip for PTAs and how they spend their funds?**

**Nicola:** My advice would be to try and get a good relationship with the school, because if you haven’t got that, I don’t think you’re going to get anywhere!

**Emma:** Communication with all your parents as well. When we’re running our fundraisers, we always say, “We are fundraising for this, for your children.” Afterwards, we always share what it’s supported, so parents can really see where their money’s going.

# Hey, big spender!

What big, one-time purchases could make fundraising easier (and cheaper, in the long run) for your PTA? We explore some investments your committee might want to consider

## Food and drink

### Freezers

Cost: ££

The most obvious reason for buying a freezer is to store ice lollies and ice creams. It's great for Frozen Fridays, summer fairs and movie nights. No longer will you have to share profits with a local ice cream van or use up the school's freezer space – but make sure you have a designated area to store one before you buy as they're a bit heavy to move around!

### Water boilers/catering urns

Cost: £

Having the ability to serve teas, coffees and hot chocolates at events could be a gamechanger for both you and your supporters. Plus, it might help to draw a bigger crowd at your AGM if you advertise free refreshments! Keep health and safety in mind if you're considering getting one and include it in your risk assessments. When it's switched on, you'll need to make sure it's always supervised if there are children around.



### Candy floss machines

Cost: £

Candy floss is always a huge hit with the kids – and let's be honest, with us big kids too! Making your own is much more cost effective than buying it from the shops, and we guarantee you'll sell out in no time. If candy floss is in demand, you could always buy reusable cups and pre-make individual portions for a ready-to-go treat.

Scan for tips on food hygiene legislation and health and safety:



## Events

### Card reader machines

Cost: £

If you have the option for supporters to pay by card at your events, they're likely to spend more money. Card readers aren't too expensive and are really easy to use – just make sure you have a stable Wi-Fi connection.

Check out our new partnership with takepayments – one of the most cost-effective and highest-rated card payment providers on the market: [go.parentkind.org/takepayments](https://go.parentkind.org/takepayments)

### Generators

Cost: £££

Generators can open up a world of possibilities for your events. From keeping inflatables inflated to powering up food trucks, generators are great if you regularly run big events. Storing them can be a bit of a pain as they're quite bulky, plus you'll need to consider health and safety and get them tested regularly, but if you have the need for one, it's well worth it.



### Marquees

Cost: £££

Rain is the sworn enemy of every PTA. By getting a marquee or gazebo, you have a wonderful back-up plan if the heavens decide to open, and you won't have to cancel every outdoor event at the first sign of a downpour. It's also great if it's hot and your supporters need a break from the glaring sun, or as a First Aid station for events like colour runs. Once again, storage is the biggest downside to a marquee, but they're not too bulky once dismantled. Hopefully you'll remember how to put it back up again when you need it!



## Entertainment

### Disco lights

Cost: ££

Bring the party atmosphere to every event with an array of disco lights! Of course they're ideal for discos, but you could also add a groovy feel to fairs, karaoke nights, fireworks displays or even a jazzy quiz! Keep health and safety in mind when using them and add them to your risk assessments. Also get them PAT- tested regularly to make sure they're in good working order.

If disco lights seem an unnecessary expense for your PTA, how about getting some outdoor lights instead? Aside from the obvious plus of being able to see in the dark, they create a really magical ambience for any event.

### Bubble machines

Cost: £

What is it about bubbles that kids love so much?! While they're not a necessity, bubble machines are likely to draw the young'uns and get them excited for your event. Just make sure you source your bubble solution from a reputable seller and never make your own.



### Inflatables

Cost: £££

While buying inflatables can be a bit expensive, it's totally worth it if it's a big draw for your school community. Always purchase your inflatables from a reputable seller and make sure they're PIPA-tested each year. You also need to have enough volunteers and First Aiders whenever you use them and remain strict with your health and safety checks and risk assessments.

What big purchases have you made that have helped your PTA? Tell our community all about it on PTA Hangout, our Facebook group:



# Community Day

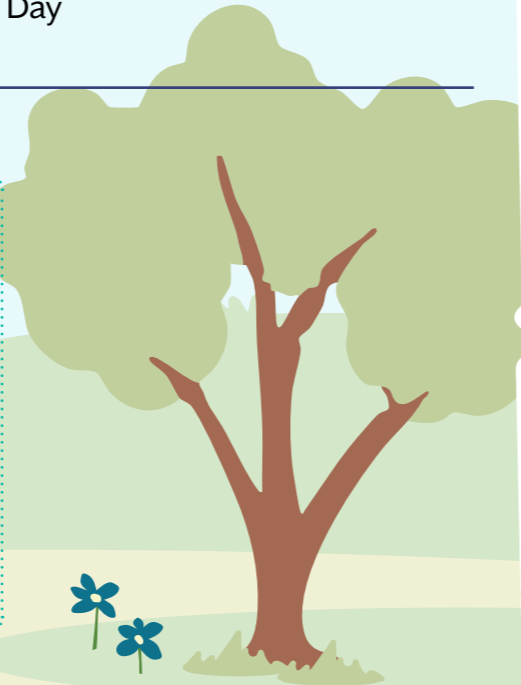
Noticed that your school needs a bit of TLC? Why not bring your volunteers together to fix up a few things (and have a bit of fun while you're at it!) with a Community Day



## What is a Community Day?

A Community Day is all about rallying the troops to fix up and beautify the school. It could be mending a fence, weeding a garden or painting a wall – whatever little jobs you could do that would make a big difference to pupils and staff.

As well as gathering volunteers to do the tasks at hand, you could ask local businesses and the wider community for donations of supplies to make it a completely free activity. Whether it's tools, plants, paint or refreshments, everything helps.



## Your step-by-step Community Day plan

**1 Ask your school for some tasks** or go to them with ideas. Don't forget to include the caretaker

**2 Prioritise your tasks** and make a list of what can be achieved in a day/few hours

**3 Pick a date.** Weekends are best, but if the school can't let you in, consider an afternoon and stick to one area to avoid disruption, or after school

**4 Approach local businesses** and your community for donations of supplies. Turn to **page 44** for some ideas on how to do this

**5 Reach out to volunteers** and be specific about the help/skills you need. Offer refreshments and activities for children as incentives!

**6 Shout about it** on socials, newsletters, posters – spread the word!

**7 Coordinate the day** as you would any event with an itinerary, health and safety checks, risk assessment etc.

**8 On the day, don't forget** to break up the work with **breaks, snacks and activities**

**9 Thank everyone** who helped out

**10 Celebrate** and share before and after photos!



## Turning a playground into a rainbow

Louise Pedley, Chair of Friends of Deighton Gates, spoke to us about how she and her team worked to spruce up a wooden structure in the school playground

The wooden structure has been a feature in the centre of the playground for many years. It used to have a large wooden dinosaur attached, but that has long since gone. It looked more akin to a bin store and looked very shabby! The children at school use it a lot though – to hide round it, as a meeting point and it has benches around the back. We also use it as our 'DJ booth' at the summer fair, so we definitely didn't want to get rid of it.

*I had the idea to make it a feature by painting it*

Our school logo is a rainbow, and when I realised that the structure had seven planks of wood, it just seemed perfect to paint it into a rainbow.

One of our team offered to replace bits of the wood and repair the structure during the school day. When I mentioned my painting idea,

I had a couple of offers straight away to help with that. Some of us roped our partners into coming along too!

*As the fair was coming up, we set ourselves the target to have the project done before that*

On the Saturday we gave it a vigorous brush down to remove debris. We then got started with the paint and returned on Sunday to recoat it, so it was all dry and a surprise for the children and parents when they came to school on Monday morning. It was nice to do it over the weekend so we didn't have to worry about wet paint signs or being in the way during playtimes.

*When sourcing the paint, I realised it was worth asking our local decorating centre to supply some in exchange for publicly thanking them*

We didn't have an existing relationship with them, so I just sent them a message through Facebook! They quickly replied to say they would be happy to and when I went into the store to pick out the colours, they kindly offered to donate seven paintbrushes for us too.

*This is the first project of this kind, where we have gone into school over the weekend and made an improvement as a group*

We ended up re-staining the other benches around the playground whilst we were there, which wasn't planned.

We're lucky school staff trust us with a key and let us just get on with it. We also were able to bring our children with us to help or just play on the school field while we worked, which they really enjoyed. We stopped for an ice cream and it was fun to do together, as well as work.

We got lots of nice comments and smiles from the children on Monday morning, which made it worthwhile. Although, by smartening up one area it makes you notice other areas that need some attention!

[Turn the page for advice on how to approach businesses](#)



Illustrations: Freepik.com. Photography: Friends of Deighton Gates

# How to approach businesses for donations

If you're not used to approaching businesses, it can feel a bit daunting asking for freebies – here's some tips on getting started

## Who to approach

Ask parents and staff if they have links with any suitable businesses or organisations. A personal request may be more successful than a cold call.

Research other businesses in the area as well. Nominate a member of the committee to do this and to find contact details.

## How much to ask for

We've found that larger businesses are already committed to helping their nominated charities, so you'll probably be more successful with a smaller business. As such, it's important to recognise that smaller businesses can only offer so much, so don't put off a potential donor by asking for something unrealistic. Rather than sending a wish list, explain your project instead and suggest items the business could provide that would help.

## Getting in touch

Before picking up the phone, think about whether you can offer anything in return (such as an advert in your newsletter).

A phone call to introduce your PTA is a great first step, so select someone who is confident and prepared to handle negotiations

or rejections. During the call, offer to visit the business so you can explain your project in more detail.

If you think it would be better to contact the business via email or social media, **here's an example of the kind of thing you could write:**



Had a successful Community Day? Tell us all about it and you could feature in a future edition of PTAextra: [editorial@parentkind.org](mailto:editorial@parentkind.org)



To

Subject: **Community Day at [school name] -**

**we'd love your help!**

Dear [store name],

I'm reaching out on behalf of [PTA name] as we gear up for our upcoming Community Day – a hands-on volunteer event where families, staff and neighbours roll up their sleeves to give our school a little extra love.

We're hoping [store name] might be able to support us with a donation of supplies. We're looking to [explain projects] on [date], so anything you could provide, such as [list of supplies] would go a long way. In return, we'd love to recognise your generosity by [proposal].

We know how much local businesses like yours do for the community already, and we'd be thrilled to partner with you on this project. Please let us know if this is something you might be open to discussing. I'd be happy to visit in-person to provide more details.

Warmest regards,

[Your name]

[Your role]

[PTA name]

[Contact info]

Discounts  
for schools

The UK's number 1 supplier to schools, PTAs and charities

# READY FOR FUN PLAN YOUR WINTER RUN

...and don't forget your free  
"Gunge the Teacher" giveaway

"From first contact until post-event, Event Colour have provided incredible customer service, along with their amazing products." Jenifer W

The UK's only manufacturer  
Greener, cleaner, safer  
EN71 certified  
8 colours  
Unbeatable prices  
Phone lines open 8am – 8pm weekdays

# WRAPPED GROTTO PRESENTS



- Over 250 Gifts To Choose From
- From Birth To 8+
- Prices from 50p to £5.00
- Email Us For A Catalogue

## Christmas Toys & Novelties

- Ideal for Christmas Fair Prizes
- Free Delivery Over £100
- No Minimum Order



Risus RISUSWHOLESALE.CO.UK

## Light Up & Glow Toys



- Large Range
- Fast Delivery
- Amazing Prices!

## Do you sell tickets for school events?



- **Sell more** tickets by selling online.
- **Save admin** time and effort.
- Perfect for all types of events from Bonfire Night, to Christmas, and Halloween to School Plays.
- **Ultra low** booking fees. (Great for you and your attendees)
- **Free advice** on how to maximise ticket sales.
- Speak to a real person on the phone when needed!
- **Quick payout** after event, or link to Stripe.
- Carbon Neutral.
- No technical knowledge required.

Start selling tickets today!



Rated Excellent on Trustpilot

**ticketebo**  
Pain free ticketing for all school events



www.ticketebo.co.uk  
sales@ticketebo.co.uk | 01617 680 580

FUNDRAISE OVER £3,000 FOR YOUR PTA

## NATIONAL FESTIVAL CIRCUS

TRADITIONAL FAMILY FUN

It was a great event! 🎉  
Thank you for an unforgettable day!  
...joy & laughter to everyone at a time when we all need it! 🥰

I can't recommend them highly enough  
Wonderful show!

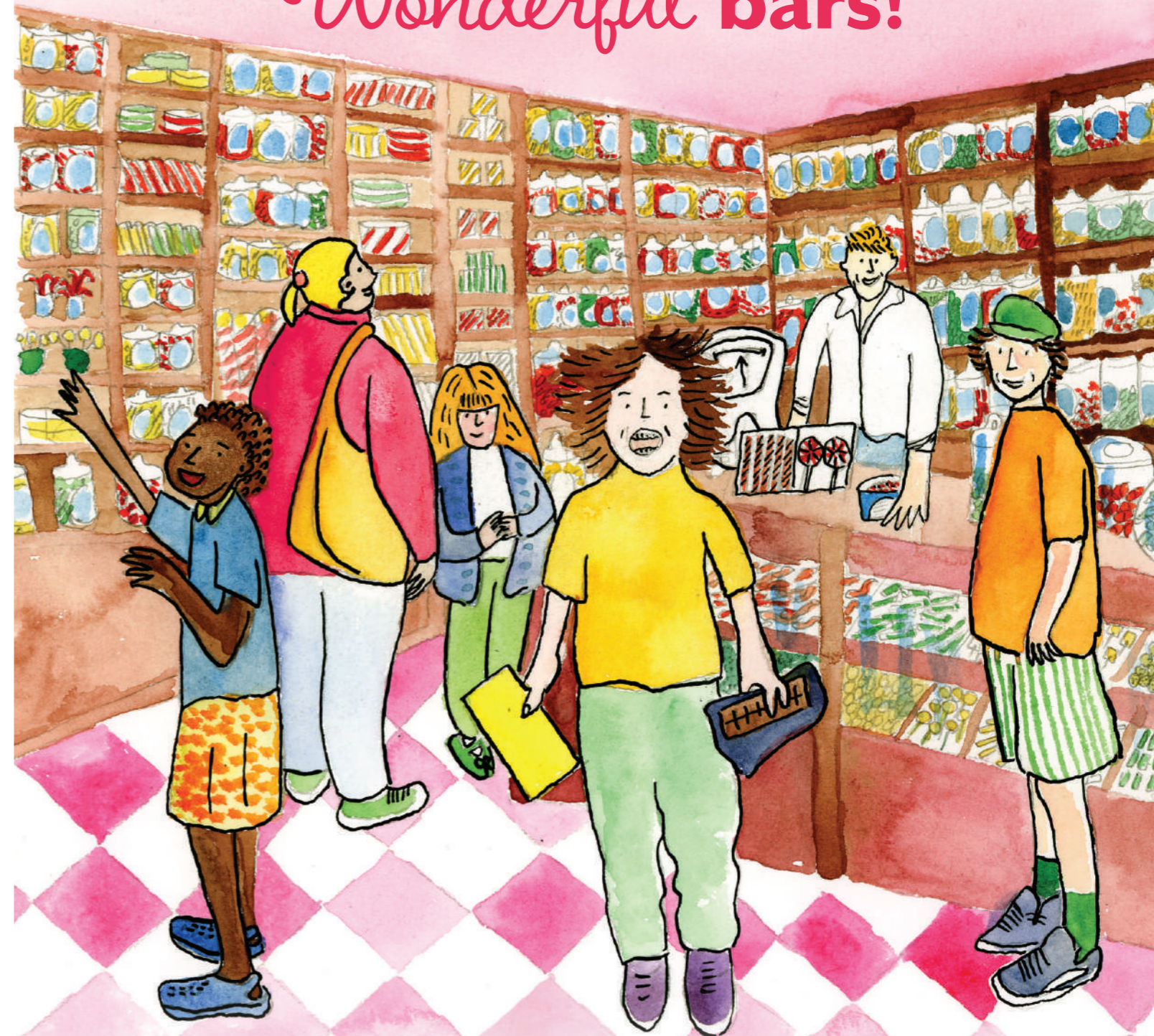
WOW! We are SO impressed! 🎉  
it's the least stressful event we've ever done  
A "must see" show

We made over £3,500 in ticket sales alone 🥰  
We will book them again in a heartbeat! 🎉

YOU SELL THE TICKETS & WE DO THE REST

**WWW.NATIONALFESTIVALCIRCUS.CO.UK**  
**nationalfestivalcircus@gmail.com**  
**Tel: 07906854269**

# Find the fundraising gold ticket with Wonderful bars!



Lots of PTAs take inspiration from a certain children's book about a certain chocolate factory to fundraise for their school, but did you know the name of that chocolate bar is a registered trademark and you can't legally use it? If you want to take part in this fun activity while avoiding potential lawsuits, you need to use a different name – such as Wonderful bars!

Illustration: Ellie Gibson

The story behind Wonderful bars

The Wonderful bar idea is simple and easy to organise. All you need to do is buy some chocolate bars – most PTAs opt for the 100g ones – and place a gold ticket inside the wrapper of one or a few of them, depending on how many prizes you want to give away. Sell the chocolate bars to your school community and whoever finds a gold ticket wins a special prize!

Stocking your chocolate factory

For your first trial of Wonderful bars, we suggest buying as many chocolate bars as you have pupils to see how things go. You'll probably sell out of them pretty quickly, but it's a good way to gauge your school's enthusiasm for them. If you don't sell out, you can always use the leftover chocolate as prizes for another event, as ingredients for a bake sale or have another go at Wonderful bars later on in the term.

When considering where to bulk-buy your chocolate from, our partner, **Booker**, provides access to products at wholesale prices – head to our supplier directory on [page 58](#) to find out more. Some supermarkets also sell 100g chocolate bars relatively cheaply.

Best before vs use by

Worried that your unsold chocolate might go off? Most chocolate is labelled with a 'best before' date rather than a 'use by' date, and there is a key difference – it's an offence to sell food or drink if it has passed its 'use by' date, but you can sell things that have passed their 'best before' date. Just make sure it's still good quality, the packaging isn't damaged and the 'best before' date is clearly visible.

Choices, choices...

Wherever you choose to buy your chocolate, don't forget to keep preferences, allergies and dietary requirements in mind. Buyers might want to choose between dark, milk, white and dairy free chocolate.

Hold on to your wrappers

It's best practice for ingredient and allergy information to be available to anyone buying chocolate from you. The easiest way to do this is to put your Wonderful bar wrapper over the top of the chocolate bar wrapper you've bought. If you want to be extra cautious, have the ingredients and allergy information printed on your Wonderful bar wrapper, or make it clear that the original wrapper is still underneath. Head to our health and safety webpage on [Your PTA Expert](#) for more information on allergies.

The legal bit

It's unlikely you'll need a special licence to sell Wonderful bars, but it's always best to check with your local authority as the rules may differ in your area. Find out more about the different licences you might need on [Your PTA Expert](#).

Get a sweet design

For the Wonderful bar wrapper, you could ask an artistic volunteer, jump on Canva, run a competition for the kids to create one or use Parentkind's very own design by scanning the QR code below. We also have a gold ticket design that's free to download, edit and print out – with no trademark worries!

Side note: as well as the name, the very recognisable font used on the book-based chocolate bar is trademarked. You can use a similar purple colour, but make sure it's not the same shade of purple as the famous chocolate brand beginning with 'C' (yep, you can trademark a colour too!).

Scan here to download our chocolate bar wrapper design:



Scan here to download our gold ticket design:



Not a fan of 'Wonderful' bars?

You could use your PTA or school name, or come up with something catchy that isn't trademarked. Search for your preferred name on [gov.uk/search-for-trademark](https://gov.uk/search-for-trademark) before you design your wrappers.

The price of chocolate

The amount you charge for your Wonderful bars will depend on how much you paid for them in the first place, but we think £1.50 to £2 for a 100g chocolate bar is reasonable (as of autumn 2025).



In it to win it

When sourcing prizes, you could stick to the theme and have the winner receive even more chocolate! Or reach out to local businesses and your community for donations. If you want the pupils in your school to win something that's more of a perk than a physical prize, here are some things you could organise with your school:

- Early lunch pass
- Teacher/headteacher for the day
- House/behaviour points
- Classroom disco/karaoke
- Free ticket for a future PTA event

Whatever you decide, make sure to explain on the gold ticket how winners can collect their prizes and if there is a timeframe in which to do so.

Make an event of it

Now that you know how to run a Wonderful bar fundraiser, when is the best time to do it? Well, we think just about any time is a good time for chocolate! Wonderful bars could easily be part of other fundraisers such as fairs, discos, pamper evenings or fun runs. It would also be a great alternative to an Easter egg raffle.

Many PTAs hold Wonderful bar fundraisers on World Book Day, but just be careful not to theme it around the-children's-book-that-shall-not-be-named (although that particular book would make a superb prize).

As well as having Wonderful bars at events, you could sell them in the lead up to one – it's a great way to make a bit of extra cash to help pay for a disco, for example, and the gold ticket prize could be a ticket to the disco!

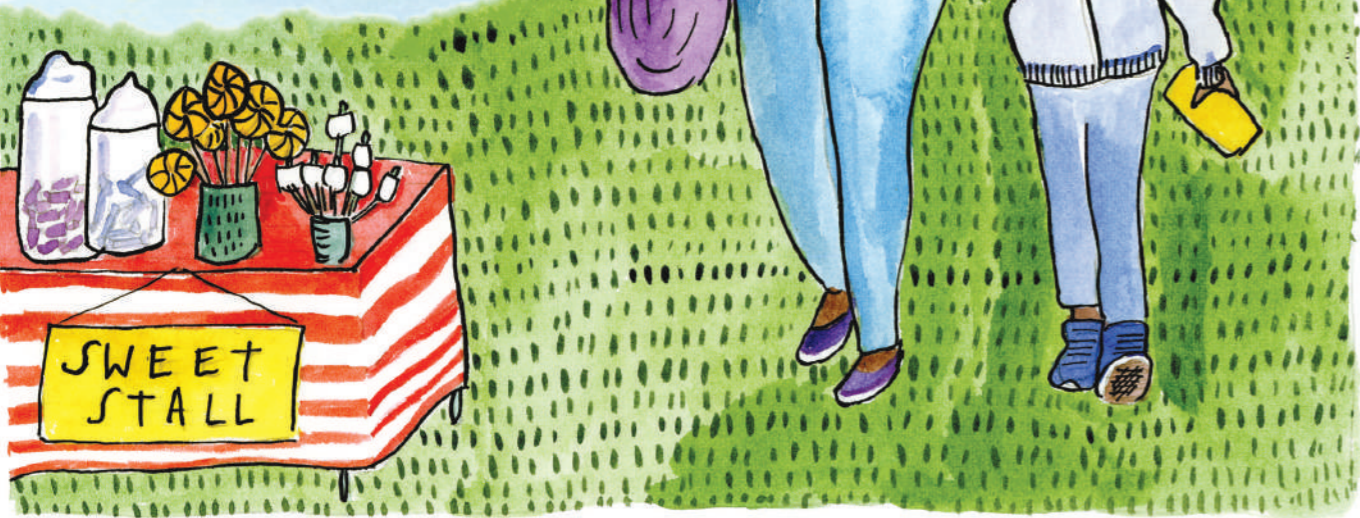


Illustration: Ellie Gibson

Get the word out

You've got the chocolate bars, the gold tickets, the prizes and the date – now is the time to shout to your school community about it.

Canva has some amazing templates you can use to make posters, social media graphics and flyers. Tell your supporters at the school gates, via WhatsApp groups, in your PTA's newsletter and through the school's communication channels.

To really draw the crowds on the day you sell your Wonderful bars, why not set up a stand to look like an old-fashioned chocolate shop? The possibilities are endless!

Has this inspired you to have your own Wonderful bar sale? Let us know how it goes by emailing [editorial@parentkind.org](mailto:editorial@parentkind.org) and you could feature in PTAextra!

# Raffle Tickets 4U

00001  
Your PTA  
Name: \_\_\_\_\_  
Phone: \_\_\_\_\_  
Email: \_\_\_\_\_  
All monies and unsold tickets to be returned to the promoter before the draw date.

Upload your logo here

00001  
Your PTA  

## Christmas Fair Raffle

Lots of other fantastic prizes up for grabs including: Christmas hampers, beauty gift sets, alcohol & chocolate!

**Draw Date: Saturday 25th November 2024 - 2.30pm**

Promoters Details: Mrs Emily Smith, 83 Wood Road, Leeds, SW99  
Registered Charity No. 776654  
Registered with: Leeds Council

**£1.00**

Printed by Raffle Tickets 4U - [www.raffletickets4u.co.uk](http://www.raffletickets4u.co.uk)

Area reserved for gluing

Over 20 million tickets printed each year

[www.raffletickets4u.co.uk](http://www.raffletickets4u.co.uk)

**NOVELTY IMPORTS**  
T. 01543 732008  
[www.noveltyimports.co.uk](http://www.noveltyimports.co.uk)

Find us on

## DARK NIGHT LIGHT UP EVENT NOVELTIES

## INFLATABLES AND CARNIVAL WIN PRIZE TOYS

Trade Prices With NO Account Required

Order Online 24 hours a day @ [www.noveltyimports.co.uk](http://www.noveltyimports.co.uk)

Facebook Latest Offers:  
<https://www.facebook.com/NoveltyImportsUK/>

Big Profit Lines

EN-71 Safety Tested & Marked

TEL: 01543 732008



## The School Run

Experienced in supporting schools and PTAs in organising fundraising events.

We're the colour run experts, providing to over 800 schools in summer 2025 alone. We provide everything including powder, t-shirts, sunglasses and wristbands.

What's more, check out our great range of medals, Santa hats and accessories to make a truly memorable festive event!



[www.ukschoolrun.com](http://www.ukschoolrun.com)



School & Nursery Christmas Fundraising!

Tea Towels, Bags, Mugs, Aprons & More!



Best price Guarantee!

Scan here for FREE artwork pack!

## SCHOOL FUND RAISING ORGANIZATIONS

PROUDLY SUPPORTING YOU AND YOUR SCHOOL ONE E-BOOK AT A TIME!

Earn 20% commission from each sale

40% For the first two months after registration

READ MORE.  
LEARN MORE.  
RAISE MORE!

ENGLISH,  
FRENCH  
SPANISH  
E-BOOKS AVAILABLE

REGISTER AT:  
[WWW.LITTLEPICTUREBOOKS.COM](http://WWW.LITTLEPICTUREBOOKS.COM)

Little Picture Books

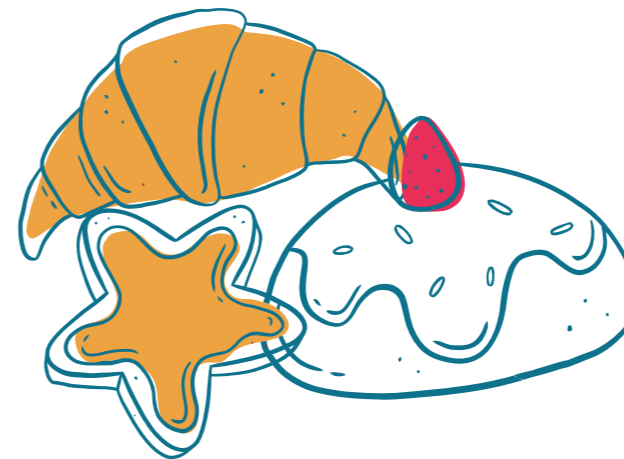


# Christmas fairs done differently

'Tis the season for fundraising! Everyone loves a Christmas fair, but if you've been on the PTA for a while, they can sometimes feel a bit repetitive. We're running down some of our favourite ideas to refresh one of the biggest events of the year, so grab your hot cocoa and settle in...

### Baking from around the world

There's nothing like the smell of freshly baked bread, cakes and other treats on a chilly winter day. If you usually host a winter bake sale at your Christmas fair, shake things up by challenging your community to go beyond the usual and recreate a tasty Christmas tradition from another country. From croissants, Portuguese custard tarts and baklava, to coconut-crusted lamingtons, cinnamon buns or the classic French Yule log, the possibilities are endless. Your bake sale won't just be raising funds – you'll be introducing somebody to their new favourite sweet treat.



### Winter food festival

Did you know that the Japanese Christmas dinner is KFC? And in Poland, the traditional Christmas starter is a hearty beetroot soup? Go beyond the roast turkey and Christmas puds and invite families to contribute to a globetrotting winter food stall. This is a great way to bring together diverse school communities, allowing everybody to share childhood favourites and beloved winter classics.



### Craft-a-cocoa

No room for boring hot chocolates here! We're talking about the ultimate comfort drink with all the extras. Whether it's a shot of caramel syrup, a swirl of squirty cream, marshmallows, chocolate sprinkles and flakes, cinnamon sugar or all of the above, give your supporters the chance to craft their perfect hot chocolate.

### Cosy craft sessions

Get children and families out of the cold and into the ultimate crafting workshop. You can keep things simple with classic Christmas crafts: paper chain garlands, personalised tree ornaments or crackers made out of toilet rolls. For older children and more ambitious crafters, get them making DIY snow globes and winter lanterns. Hand-crafted Christmas cards are also a popular choice.



Snow Ball dance

A twist on a disco, a Snow Ball gives pupils an opportunity to celebrate winter in style, dancing and socialising through a winter wonderland. The dance could be tagged on to the end of the Christmas fair for everyone to enjoy. It often helps to pick a theme that carries throughout the decorations and dress code. You could turn your hall into a snowy paradise with fake snow and snow machines, dazzle your guests with classy black and gold décor and chandeliers, or have fun with a North Pole theme, complete with oversized candy canes, elf workshops and even Santa's grotto!

Winter quiz

Fun fact: Antarctica is the largest desert in the world. And the average snowflake falls at just 1.5 miles per hour. See how much your community really knows about wintertime with a quirky quiz, covering topics like festive traditions, Arctic wildlife, snowy weather, winter sports, festive films and much more. Quizzers can play in teams and compete for prizes.

Your perfect quiz is just a click away. Check out our ultimate PTA guide to hosting a quiz:



Get your skates on

In winter, it's common to see ice rinks popping up in towns and sports centres across the UK. Why not get in touch to take your Christmas fair to the rink for an evening of ice skating fun? You can set your own entrance fee and sell food and hot drinks, and include fun challenges – who can skate the furthest on just one leg without falling over? For those less comfortable on the ice, you can feature other events such as raffles, games and areas for families to sit, relax and enjoy the festive vibes.

Don't forget your risk assessment! Check out our guidance:



Illustrations: Freepik.com

FUNDRAISING

Perfect for your School



IQ Cards Christmas fundraising with simple online payments

1

Children create a picture

2

IQ Scan the images

3

Parents place orders online

4

IQ deliver orders

Register today for your free project pack

NEW



NEW

Find out more



Helping schools fundraise since 2009





*Britain's Largest Raffle Ticket Printer*

QuickPrint (UK) Limited

23 Prince William Road, Belton Park, Loughborough LE11 5GU

Tel: 01509 236987

Email: [info@quickprintuk.com](mailto:info@quickprintuk.com)

**Order @ [www.quickprintuk.com](http://www.quickprintuk.com)**

*For all your printing requirements*

# Free funding for the new term!

Free funding for your PTA when parents shop online

Register > Shop > Raise



Scan QR code to find out more

**Over £60 million raised!**



**Parentkind**



## Navigating parenthood **WEBINARS**

Hundreds of parents have found guidance, advice and support in our free expert-led webinars. With thirteen new sessions covering the topics that parents want to learn about, including health and wellbeing, academic achievement and supporting children with SEND, there's never been a better time to sign up

**Our new season of webinars is waiting for you... We can't wait to see you there!**

### **An introduction to Pathological Demand Avoidance (PDA)**

Kelly Evans, The PDA Society

**10/09/25 | 7.00 - 8.30pm**

### **Helping your child achieve in school**

Liz Keable

**17/09/25 | 7.30 - 8.30pm**

### **How to choose a secondary school for your child**

Michael Whitworth and Miranda Perry, Abrial

**23/09/25 | 7.30 - 8.30pm**

### **Autism and transitions into secondary school**

Cynthia Gouveia Caria, Beyond Autism

**30/09/25 | 7.30 - 8.30pm**

### **Emotionally Based School Avoidance: Supporting autistic pupils and their families**

Cynthia Gouveia Caria, Beyond Autism

**03/10/25 | 12.00 - 1.30pm**

### **Supporting an anxious child**

Jennifer Wyman, Bridge the Gap Child Mental Health C.I.C

**08/10/25 | 7.30 - 8.30pm**

### **A nutritionist's guide to dealing with fussy eating**

Jenny Tschiesche

**10/10/25 | 12.30 - 1.30pm**

### **Helping your child become an independent learner**

Liz Keable

**15/10/25 | 7.30 - 8.30pm**

### **Socialising in reception: Finding friends, falling out and everything in between**

Lisa McLeod, former primary school teacher and mentor

**16/10/25 | 12.30 - 1.30pm**

### **Neurodiversity in children matters: Managing behaviour for SEN children**

Gwendolyn Jones, Educating Matters

**20/10/25 | 7.30 - 8.30pm**

### **Helping your child achieve in primary school maths**

Lisa McLeod, former primary school teacher and mentor

**06/11/25 | 12.30 - 1.30pm**

### **Setting boundaries: more than just behaviour management**

Jennifer Wyman, Bridge the Gap Child Mental Health C.I.C

**12/11/25 | 7.30 - 8.30pm**

### **Managing your child's smartphone life**

Matthew Carlton, Shine Workplace Wellbeing

**18/11/25 | 7.30 - 8.30pm**

*Find out more and sign up to our webinars here:*



[parentkind.org/parent-webinars](http://parentkind.org/parent-webinars)

“

Very clear & thorough, loved the real-life examples, it really connected with our experiences and gives us confidence that we're not 'imagining' it and should push for support.

# Our PTA suppliers

Whether you're after new fundraising initiatives, event supplies or other services to support your PTA, look no further than our supplier directory. Everything listed here has been tried, tested and recommended by at least one other PTA, and many also offer exclusive member discounts

## Fundraising

Platforms that make it simpler to boost your funds



Partner!



Superkind  
[superkind.org/pta](https://superkind.org/pta)



Go Raise It Fundraising  
[goraiseitfundraising.co.uk](https://goraiseitfundraising.co.uk)

## Grants

Support and information on grant funding



Grants4Schools  
[grants4schools.info](https://grants4schools.info)

Partner!

## Payments

Spending, saving and collecting funds



GoHenry  
[gohenry.com/uk](https://gohenry.com/uk)



Collection Pot  
[collectionpot.com](https://collectionpot.com)



takepayments  
[takepayments.com](https://takepayments.com)

## Recycling

Greener ways to run your PTA



Empties Please  
[emptiesplease.com](https://emptiesplease.com)



The Little Recyclers  
[thelittlerecyclers.co.uk](https://thelittlerecyclers.co.uk)



Rags2Riches  
[rags2riches4schools.co.uk](https://rags2riches4schools.co.uk)



Donate Clothes 4 Sammy  
[donateclothes4sammy.org](https://donateclothes4sammy.org)

## Personalised Products

Unique and customisable items



My Nametags  
[mynametags.com](https://mynametags.com)



Tiger Tags  
[tigertags.co.uk](https://tigertags.co.uk)



Hartland Hoodies  
[hartlandhoodies.com](https://hartlandhoodies.com)



Stikins  
[stikins.co.uk](https://stikins.co.uk)



School Bears  
[school-bears.co.uk](https://school-bears.co.uk)

## Art Projects

Creative ways to raise funds



IQ Cards  
[iqcards.co.uk](https://iqcards.co.uk)

## School Equipment

Indoor and outdoor equipment for your school



Sunshine Gym  
[sunshinegym.co.uk](https://sunshinegym.co.uk)



Summerhouse24  
[summerhouse24.co.uk](https://summerhouse24.co.uk)



Fresh Air Fitness  
[freshairfitness.co.uk](https://freshairfitness.co.uk)



Lightmain  
[lightmain.co.uk](https://lightmain.co.uk)

## Health & Safety

Reducing risks and promoting wellbeing in your school community



PIPA  
[pipa.org.uk](https://pipa.org.uk)



Once a Week Take a Peek  
[onceaweektakeapeek.com](https://onceaweektakeapeek.com)

## Books & Literacy

Book suppliers, literacy support and resources



Purple Mash  
[2simple.com/purple-mash](https://2simple.com/purple-mash)



Chestnut Books  
[chestnutbooks.co.uk](https://chestnutbooks.co.uk)



Little Picture Books  
[littlepicturebooks.com](https://littlepicturebooks.com)



National Geographic Kids  
[natgeokids.com/uk](https://natgeokids.com/uk)



National Geographic Little Kids  
[natgeokids.com/uk](https://natgeokids.com/uk)

## Event Supplies

Everything you need for your events



Raffletickets4U  
[raffletickets4u.co.uk](https://raffletickets4u.co.uk)

Partner!



Ministry of Colours  
[ministryofcolours.co.uk](https://ministryofcolours.co.uk)

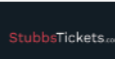


Booker  
[booker.co.uk](https://booker.co.uk)

Partner!



PLAY in CHOC  
[playinchoc.com](https://playinchoc.com)



Stubbs Tickets  
[stubbstickets.com](https://stubbstickets.com)



Novelty Imports  
[noveltyimports.co.uk](https://noveltyimports.co.uk)



Risus Wholesale  
[risuswholesale.co.uk](https://risuswholesale.co.uk)



Event Colour  
[eventcolour.co.uk](https://eventcolour.co.uk)



Glowsticks.co.uk  
[glowsticks.co.uk](https://glowsticks.co.uk)



Quick Print UK Ltd  
[quickprintuk.com](https://quickprintuk.com)



Andersons Wholesale  
[andersonswholesale.co.uk](https://andersonswholesale.co.uk)



Wrapped Grotto Toys by Andersons  
[wrappedgrottotoys.co.uk](https://wrappedgrottotoys.co.uk)



Xmas4Schools  
[xmas4schools.co.uk](https://xmas4schools.co.uk)

## Entertainment

Fun and entertainment for your events



Partner!



Happy's Circus  
[happyscircus.co.uk](https://happyscircus.co.uk)



National Festival Circus  
[nationalfestivalcircus.co.uk](https://nationalfestivalcircus.co.uk)



Circus Pazaz  
[circuspazaz.com](https://circuspazaz.com)



The School Run  
[ukschoolrun.com](https://ukschoolrun.com)

## Clothing

Uniform and clothing suppliers



Old School Uniform  
[oldschooluniform.co.uk](https://oldschooluniform.co.uk)



Cress  
[wearecress.com](https://wearecress.com)

## Communications & Ticketing

Platforms helping your events to run smoothly



Ticketebo  
[ticketebo.co.uk](https://ticketebo.co.uk)



TryBooking  
[trybooking.com](https://trybooking.com)

Visit [parentkind.org/for-ptas/supplier-directory](https://parentkind.org/for-ptas/supplier-directory) to find out more about each supplier and the member discount offered where applicable

# CINEWORLD SCHOOL TRIPS

## BOOK NOW



**WATCH, LEARN AND GROW**

**BOOK YOUR SCHOOL'S  
PRIVATE CINEMA EXPERIENCE NOW AT**

[www.cineworld.co.uk/venue-hire-events/school-trips](http://www.cineworld.co.uk/venue-hire-events/school-trips)

FROM  
**£4.50\***  
PER STUDENT

A minimum hire fee of £150 applies (30 x students & 3 complimentary teacher tickets). Prices and minimum hire value may vary depending on location and day/time booked. The offer includes up to 1 free teacher (adult ticket) per every 10 x paying students (at £4.50 each). School Screenings can be booked up to 3 months in advance. Cineworld Leicester Square and Dublin is not included in the offer. Some films may incur an additional blockbuster fee per ticket. Premium formats such as IMAX, 3D, 4DX, ScreenX or Superscreen are also excluded. School bookings and retail goods are subject to availability and only a limited number of screens are made available to hire per cinema. Cineworld reserves the right to change or withdraw this offer at any time without notice. All bookings are subject to contract. Full terms and conditions apply.



feel more at  
**cineworld**  
C I N E M A S