



## Queensway School - PTA

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Chair: Sarah Arrowsmith

Monday 18<sup>th</sup> October 2023

Dear Parents/Carers

### **Queensway PTA Annual General Meeting (AGM)**

The AGM of the Queensway School PTA is being postponed. The meeting will still go ahead Tuesday 3<sup>rd</sup> October but will not include the AGM element, it will be a normal PTA meeting instead.

The reason for the delay is that we have 2 vacancies to fill: Secretary and Treasurer.

Queensway PTA plays a vital part in the school community, not only raising additional funds for the school but also supporting the events that the children enjoy.

All parents/carers are invited to be a part of the PTA and most welcome at all meetings. The PTA meet for one hour each term. The Secretary takes the minutes, and the Treasurer monitors the finances. Together with the Chair and two other voting members, teaching staff and parents, the events for the year are discussed and working parties agreed. You may prefer to join the ever-growing distribution list whereby you "might be able to support an event" by providing just an hour of your time!

The AGM will likely be held in January therefore if you would like to know more about the vacancies or apply, please email to [PTA@queensway.oxon.sch.uk](mailto:PTA@queensway.oxon.sch.uk)

In the meantime, we look forward to seeing you on Tuesday 3<sup>rd</sup> October at 6pm. Please sign in at the main office.

Kind regards

Sarah Arrowsmith  
**Chair**