

## **An appeal to all parents, teachers and friends of West Hill Primary school**

The summer fete is being held on Saturday 29th June between 12:00 and 16:30. Please put this date in your diaries.

The fete is loved by everyone and is a fantastic day out for the whole local community. More importantly the children all love it and are free to rampage around the field all afternoon.

It is also one of the biggest PTFA fund raisers with the money raised going directly to support pupils in the school. In 2018 we raised in excess of £4,500, with this money helping to buy essential resources for the school as well as a few extra bits of luxury for the children and the school.

We would be grateful if all the parents, teachers, family and friends could come together and help to make this day a success.

As you may be aware the previous fund raisers, Amanda Townsend and her team, have moved on and we are now reaching out to you all, to assist in helping to organise it. We all have busy lives and commitments so this is why we are trying a slightly different approach, so as to not lumber one person with all the work.

We would like to get a few people together with fixed roles of their choice and ask them to act as coordinators for certain key tasks. The thinking is that each individual could organise a specific area, being responsible for resourcing it as they see fit, arranging helpers and ensuring that the necessary resources are provided. The PTFA has notes on each task and will provide full assistance and information for each of the key roles.

We also need a lot of helpers on the day, whether it is for setting up, delivering tables around the field, helping with running of stalls, selling ice-cream, emptying bins and then generally tidying up at the end. This can be for however much time you can spare.

We propose to divide the roles up into 16 main parts as set out in the list attached. We already have a few names, but if there is role you would like to contribute to please fill in the attached slip and leave it in the PTFA mail box in reception.

ALTERNATIVELY, we need lots of people to help on the day, even just for 1 or 2 hours, before or after. Or please come and help on a stall – it is great fun, whether it is selling smoothies, ice-cream or running a tombola. ALSO, if you wish to run your own stall, selling anything at all, you would be very welcome - there is plenty room on the field and we will provide the tables!

This approach will also give us a plan to enable us to move on for successive years.

Attached is a list of roles, please fill it in and return it to the PTFA mailbox in reception at school, or alternatively, contact me directly ([massiejs@btinternet.com](mailto:massiejs@btinternet.com); tel: 0777 4637920)

Finally, the crux of the matter. **Without volunteers we cannot run the fete. A decision will have to be made by early March whether we can proceed or not.** Please come forward and offer your support - and return the forms or contact me by Friday 8th March.

Kind regards  
Scott