



Killinchy Primary School PTA
Trustees Annual Report
Year: 1st Sept 2023 - 31st Aug 2024

Objectives & Activities

Killinchy Primary School (KPS) PTA is a registered charity and as such its purpose is:-

- to promote close co-operation and communication between parents and teachers.
- to study and discuss matters of mutual interest relating to the education and welfare of pupils.
- to engage in activities which support and advance the education of the pupils attending the school

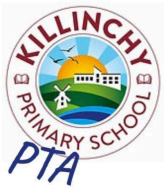
Funds raised by the PTA are to purchase educational and recreational materials for the benefit of all the children at KPS.

Activities

The PTA has a number of fundraisers which run continually all year, as well as publicised one-off events. This year saw a real push in asking local businesses and supermarkets for donations to provide consumables for events and add 'prize give-aways' onto our more established non-uniform & tea/coffee days. These proved a great way to build income into small fundraisers and reduce our spending.

Fundraisers which we run throughout the year:

- Uniform Exchange - this is a well established service and fundraiser now. The introduction of PayPal payments has made it easier for parents to donate and it is a great way to recycle and reuse uniforms.
- Cash for Clobber Collection - We run three to four collections per year and have launched a PTA calendar of events so that parents know when future collections are coming up!
- Easyfundraising - an app that allows us to earn money from on-line purchasing. The returns are minimal.



- Stampstastic - we earn commission from sales of uniform labelling equipment. The returns are minimal.
- Recycling of Ink Cartridges - this is a service that we like to offer from an environmental perspective, but it also has some financial reward attached to it. An Ink Cartridge Bank is kept in the school for donations year round.

Fundraising Events of 2023/24:

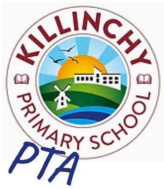
- Non Uniform Days - a fun day for everyone to come together, focussed on a particular holiday at the end of the term. We added competitions for hampers this year as well.
- Christmas Card Project - as an expected fundraiser, we continue to run this popular project each year.
- PTA Pub Quiz - after the success of last year and a few requests, we held a pub quiz again this year.
- Valentines Disco - again, this was another success of last year that people wanted a repeat of. This was held during school hours and combined with a non-uniform day and 'guess the sweets' game.
- Willy Wonka Day - this was a new project for which the PTA sold chocolate bars to students and they won prizes if they found a golden ticket.
- Sports Day Refreshments - requested by parents and this year we were able to make it happen. It was hugely successful as we were able to sell some amazing donations from Rachel Bakes, a school parent who runs a local bakery.
- School Fair - annual school fair which is a must on the school calendar and eagerly anticipated.

Achievements & Performance

2023/24 was a milestone in the school's history as we marked the 40th Anniversary of Killinchy Primary School (in its current form). As a result we tried to tie the celebrations into a number of events, notably our Pub Quiz and Summer Fair. This year felt like a busy year with more small projects running than previous years. And it showed, because we raised a Gross Income over £16,000.

There wasn't a well defined fundraising aim this year, as last year, but we worked to increase our financial holding so that money would be available for the school in future for when they needed it. One request that was made by the school was for funds to cover governmental cuts in mental health provision. Due to the confidential nature of this donation and its allocation we didn't advertise this as a major fundraising aim. Every member of the PTA felt it was important though to make these funds available to students who would benefit from them and who might not otherwise receive the support they need. We hope this will help students grow-up to fulfil their potential. We have provisionally agreed to an annual





contribution of £1,000, although this will be reviewed each year by successive PTA committees.

In the first term of the year we ran the annual Christmas Card project. While it isn't the biggest money earner, it is expected by parents. This brought in a reliable £408. There were a few issues with product quality, so we will investigate other providers for next year.

The September to December term always contains quite a few non-uniform days, which are a fun way for parents to donate and children enjoy the excitement of non-uniform. A surprise donation of ice creams and ice lollies gave us the opportunity to run a Frozen Friday morning, giving out cold treats to students. For all of our fundraisers we try to be fully inclusive and for days such as these, students still join in or enjoy our giveaways even if they don't donate.

By popular demand, we brought our pub quiz night back again in November, in partnership with local restaurant Balloo House, who let us use their space for free and provided nibbles for contestants. It was another very enjoyable night, although less people attended than the year before. We might want to explore holding this at a less busy time of the year. £566 was raised.

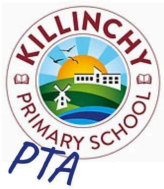
For the first time ever, we organised fundraisers which were just for the purpose of raising money, without giving anything back to the school community - two supermarket bag pack days. While they raised a fantastic amount of money, it was difficult to get volunteers together to help - £930 was raised between them.

Like last year, in February we combined the half term non-uniform day with a school disco. This took place within school hours which meant teachers remained responsible for student management and welfare. The PTA were responsible for decorating and facilitating. Last year we introduced a competition in which the winners got to request a song which was played during their class disco. This was such a huge success and so anticipated by students, we repeated it again this year. Another success which raised £962 for the PTA.

In March we ran a new fundraiser on World Book Day, to sell Killinchy Kandy bars and see who finds a golden ticket. There was one golden ticket in each year group and two silver tickets. Golden tickets won kids an adventure day out and silver tickets won a sweetie and a book donated by Waterstones. Almost all the students at the school participated and the PTA ran a shop all day for classes to come to and buy their chocolate bars. For those that didn't participate, a chocolate bar was still given to them. Prizes were given out in assembly the next day. It generated a lot of excitement and raised £1,330.

After many years of people asking for it, the PTA finally organised refreshments to be served during the three Sports Days this year, and it was really well received. Local cake maker and





business owner, Rachel Bakes, donated absolutely mouth watering cakes that sold out at each event and generated money for the PTA. Over the three days we raised £760.30.

The year was finished off with our Summer Fair as usual! We have become fairly efficient at hosting the summer fair, but this year was bigger as we were celebrating 40 years of Killinchy. We added a bouncy castle to the mix and themed our cake stall with 40th Birthday donations. It felt like the fair was busier than normal and we sold out at the BBQ very quickly. There are always lessons to be learnt, but the Summer Fair is always a big money earner and we raised £3,582.12 after expenses.

Financial Review

We started the year with an opening balance of £3,329.58.

We earned a gross income of £16,342.54.

PTA donated £1,325 to Kodi's Fund to provide mental health support to students identified by the school as needing it, £1,473 for some very useful ipad docking stations and £3,227 towards sports equipment and outdoor maintenance of the school landscape and playgrounds.

Our closing balance sits at £12,063.98

Future Plans

We will continue with our expected annual fundraisers such as the Christmas Project and Summer Fair. Outside of these, we would like to try some new fundraising ideas - to be discussed further at the AGM in September.

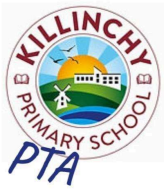
We would like to explore the idea of Gift Aid and registering with HMRC to be able to claim this.

And we continue to try to recruit new members!!

Structure, Governance & Management

Charity trustees are parents of current KPS pupils who volunteer to be members of the PTA committee along with the Principal of KPS.





Killinchy Primary School Parent Teacher Association
Killinchy Primary School, Main Street, Killinchy – PTAKillinchyPS@gmail.com

The PTA is governed by its constitution which has been agreed and is adhered to by all members of the PTA committee.

The Trustees are as follows:

Lorna Cooke
Joanna Unsworth
Melissa Sloane
Janet Copeland
Christopher Currie

We continue to be a small, supportive and fairly autonomous group of parents. Our point of contact at the school remains the principal, Christopher Currie.

We enjoy the flexibility of donations and payments being made online through a Charity PayPal account. Limits have been established so that purchases cannot be made through the PayPal account and funds are withdrawn daily into our bank account.

We continue to use our PTA Whatsapp group to discuss follow-up issues outside of meetings and it continues to be a very useful communication tool.

We also continue to feel that our systematic use of class Whatsapp groups to spread information has helped to improve engagement.

