INFORMATION UPDATE
PARENT HELPERS REQUIRED!

PARENT FORUM MEETING
On Wednesday 25th Feb. the school conducted its first Parent Forum Meeting. With Drinks and Nibbles on hand, the meeting was an opportunity for parents to discuss the formation and structure of the parent body within the school.
Parents shared experiences from other schools / pre schools, what worked and what didn’t work?
Mr Dan Hatchman from the Catholic Schools Office, Lismore was on hand to talk about the role of the School Assembly and the support offered to schools regarding their parent body.

The following will be implemented:

PARENT ASSEMBLY: Two representatives from the St Ambrose parent body will represent the school at a meeting held each Term. At these meetings each Catholic School from within the Tweed Area is represented. Parents share what has been happening within the school, discuss proposed events, investigate guest speakers for schools and a general sharing of ideas. The Diocese also provide $1000 to be used in Parent Education, parent resources within the school etc.
If you would like to take on this role please complete and return the form below.

PARENT FORUM (P&F or P&C) Two meetings will be each term. These will be held on the Monday of Week 2 and 7 of each Term. Two meetings will be made available, one commencing at 9.15a.m. and one at 7.00p.m. By making two times available, hopefully this will suit more families. The meetings will have the same set agenda.
Whilst the complete structure of the parent body has yet to be determined, it was decided that the chairperson of each meeting should be shared, hence a “rolling chair” approach will be adopted.
Importantly the Parent Forum must be open, transparent and welcoming!

CLASS PARENT REPRESENTATIVES: Each class will have approx. two parent representatives. The role of the Parent Rep. is to coordinate class events, these may include: teacher support, organising a school event e.g. mothers day stall, welcoming new families into the school, mum’s coffee morning, student play day in the holidays etc. If you would like to nominate as a Parent Rep. please fill in the form below.
PARENT DIRECTORY:
The school will be setting up a Parent Directory. This will simply provide other parents access to a contact number that you provide. This is really good if you wish to contact other parents regarding play days, birthday party or a social event. These contact numbers are also used by Class Parent Representatives when organising events. The directory would be posted on the school moodle page, therefore only families who have a school log in will be able to access this. In addition to this, if you wish to advertise your business this will also be included in the directory. I must emphasise that this is voluntary!

SCHOOL SPONSORSHIP
Any Business wishing to advertise within our school newsletter can do so by completing the form attached.
Sponsorship will be to advertise your business - Business Card size advertisement within each school newsletter (issue fortnightly to all families).
The cost is $220 per annum. The school will contact you regarding your advertisement prior to publication.

WINTER UNIFORM
At the Parent Forum Meeting different options of the school winter jumper / jacket were made available. It was felt that a jacket was more appropriate than a jumper / sweater. Samples have now arrived of two different options, I am in the process of seeking parent feedback before proceeding. If you wish to see the samples, they are available in the office.

PARENT HELPERS
The school is now looking for parents to help in covering the many books and student readers that it has purchased. If you are able to help we can send a role of contact home with the books or you can come into the school and work in the library - preferably Tuesday or Thursday. If you can assist please complete and return the form attached.

SCHOOL OPENING
The Official School Opening will be held on Wednesday the 11th March, commencing at 10.00a.m. As you could imagine there is a lot to be done in preparation. The Kindergarten parents have been asked to supply some food for this event. This will be shared across the school e.g. Grandparents Day may be Yr 1, Mothers Day Morning Tea Yr 2 etc. This way all families are given the opportunity to contribute.
In saying this there a lot of other jobs available. If you can assist please complete and return the form below.
PARENT FORM
Please complete and return to the school.

PARENT ASSEMBLY
YES / NO  I would like to nominate to be the schools Parent Assembly Representative

NAME ………………………………………….  Contact Number …………………

CLASS PARENT REPRESENTATIVE
YES /NO  I would like to nominate to be a Class Representative.

If yes please state which class …………………………………

PARENT DIRECTORY
YES / NO  I would like to volunteer my phone number for a School Directory

NAME………………………………….  Contact Phone Number …………………

Children’s Name and Class ………………………………………………………

BUSINESS NAME & Phone Number …………………………………………
……………………………………………………………………………………

SCHOOL SPONSORSHIP
YES / NO  I would like to advertise within the school Newsletter - cost $220 p.a.

NAME ………………………………………….  Contact Number …………………

BOOK COVERING
YES / NO  I am able to help cover school books.  TICK which is applicable.

I will attend the school on either Tues. or Thurs. to cover books

Please send books home with my son / daughter with contact

STUDENTS NAME …………………………………..  CLASS …………………

SCHOOL OPENING & BLESSING - 11th March
Please Tick if you are able to assist

Serve in the Canteen - 9.00a.m. - 1.00p.m.
Cook the Barbeque - 11.30a.m. - 1.00p.m.
Assist by directing parking onto school playing field 9.00a.m. - 10.00a.m.
Assist is setting up chairs - 8.30 a.m. - 9.30p.m.

NAME ………………………………………….  Contact Number …………………