Friends of Percy Hedley School

# Registered Charity No.: 515943

Date: 24 January 2024

Dear Parent/Carer,

## Friends of Percy Hedley School: Annual General Meeting (AGM)

We would like to give notice of the AGM of the *FoPHS* to be held on *15 February 2024*. The morning will start at *09.30 with* refreshments followed by the FoPHS Annual General Meeting which will conclude at 11.00.

The FoPHS plays a vital part in the school community and all parents, as members are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the children/students at our school.

The AGM is also an opportunity for you to elect the FoPHS Committee, who represent the association throughout the forthcoming year. Nominations should be sent in advance of the AGM for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time. Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the FoPHS of their intention to stay in their role.

If you would like any further information about being a Committee Member, please speak to *Eileen Robinson or check the school website, under the heading “Parents and Carers”, then “Friends of Percy Hedley School”*.

Please return the slips below as soon as possible, or by *Friday 2nd February* at the latest to *Eileen Robinson* via the school office/class or email e.robinson@percyhedley.org.uk*.*

We look forward to seeing you on *Thursday 15th February.*

Kind Regards,

Eileen Robinson (Family Liaison Officer)

On behalf of Chair of FoPHS

Telephone: 0191 2161811 ext 3260

Email: e.robinson@percyhedley.org.uk

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I/We shall/shall not be attending the FoPHS AGM on *15th February 2024.*

Signed ……………………………………………………… Print Name ……………………..……………..………………………………

#### NOMINATION FOR OFFICER/MEMBER OF THE FoPHS COMMITTEE

Nominee ……………………………………………

For position of: Chair/Vice Chair/Secretary/Treasurer/Other Officer/Ordinary Committee Member [Circle one]

Nominated by ……………………………………………… Seconded by ……………………………………………………………

[Please sign and print name] [Please sign and print name]

I ……………………………… (nominee name) agree to my nomination for the position of …………………………………………..

Signed …………………………………………. Date ………………………………….