



<b>CLICA</b>	
<b>Court Lane Infant School Community Association</b>	
Chair: Sarah Smith 07789 812171	Vice Chair: Sam Pearce 07540774723
Secretary: Jodie Heather 07779022982	Treasurer: Kati Leunig
Email: <a href="mailto:clcommunityassociation@gmail.com">clcommunityassociation@gmail.com</a>	
Facebook: C.L.I.C.A	
Registered Charity Number: 1162322	

## **Court Lane’s Parent Staff Association needs you**

We are looking for new committee members to join C.L.I.C.A. – would you like to be involved, either as a member, treasurer or secretary?

At the end of this school year a couple of key members will be leaving as their children will be moving up to the junior school so new faces would be massively appreciated. Being part of the PTA is a great way to get involved with the school and make a difference as money raised has helped to pay for playground equipment, visits to Joey’s field, artificial grass in the playground and lots of new equipment for the Reception outside area.

The current members will be available to support the new members for at least another year but with more members, CLICA could organise more events, create more fundraising opportunities such as donations from supermarkets and local shops, and fresh eyes will hopefully provide new ideas in ways to support the school.

Every member ideally needs to commit to:

- 1-2 events a term (on average)
- 1 evening meeting a term in school
- Occasional get together to arrange events

Specific roles such as Chair, Treasurer and Secretary require extra commitments:

**Chair:**

Essential	Flexible
Able to hold a meeting	Diplomatic approach
Liaise with the school	
Be willing to share contact details	

**Treasurer:**

Essential	Flexible
Update group on bank account once a term	Supply floats for events
Share year's figures once a year	Attend events to count money
Update charity Commission with figures once a year	Bank money after events
Liaise with the school	

**Secretary:**

Essential	Flexible
Take minutes of meetings & distribute	Monitor email inbox
Create agendas & distribute	Write letters
Notify Charity Commission of any changes	

If you are interested, please let us know through any of the above details and then come to the AGM on Monday 10<sup>th</sup> July.