

P&C INFORMATION SHEET

Welcome to Wellington Point State School!!

What does P&C Stand for?

P&C stands for Parents and Citizens. This represents the people who join our committee. Parents of children of our school, and other citizens with an interest in the wellbeing of the school and its students, such as teachers and grandparents.

What does the P&C do?

Fundraise - To purchase and provide additional resources to be used to enhance student learning.

Supports the School - By providing feedback on and endorsing school policies and activities.

Brings families together - By providing parents opportunities to be involved in their child's education.

Manage the School Tuckshop and Uniform Shop - the P&C oversees the operation of the tuckshop and uniform shop. We are always looking for new volunteers in the tuckshop!!

Why should I get involved?

We host fun events - Trivia Night, Colour Run, Family Fun Days and more - these events couldn't happen without the P&C.

The kids love it! Students love seeing their family get involved, and it sets a great example.

Have your say! P&C meetings provide the perfect platform to have your say on a wide range of school topics.

Have fun and socialise. P&C meetings and events are a fantastic way to meet other parents and really feel like part of the school community.

SOME WAYS TO OFFER ASSISTANCE TO THE P&C

- Volunteer in the tuckshop once a week, fortnight or month
- Help organise events or volunteer at events
- Become a P&C Executive Member
- Help with grant writing
- Donating baked items for events



WELLINGTON POINT STATE SCHOOL P&C

What happens at meetings?

Principal's Report - the principal's report contains updates and information concerning the school and students.

Treasurer's Report - the treasurer's report contains updates on all P&C accounts and any expenses arising.

Convenor Reports - The tuckshop and uniform shop reports contain updates on sales and requests to order new uniforms or suggestions for new menu items.

Upcoming Events - Upcoming events are discussed by all members and motions are made and voted upon.

General Business - An opportunity to bring anything P&C related to the attention of all present for discussion.

What happens at the AGM

All memberships lapse. Memberships only last until the next AGM, including executive roles.

Join (or re-join!) - the AGM is the only meeting where memberships can be accepted immediately (and members don't need to be present to join at the AGM).

Executive Nomination - Members can nominate and be nominated for executive positions

Vote for your Executive team - Secret ballots are used where there are multiple nominations for one role.

Plan for the year ahead! Plan for the year ahead and discuss what the committee would like to achieve.

WHO SHOULD JOIN THE P&C?

- Those who want to make a difference
- Those who want to make new friends and get to know your school leadership team
- Those who have great ideas about how to make our school better for all students
- Those who want to "give back" to their community
- Those who want to be part of a wonderful organisation



P&C EXECUTIVE - WHAT'S INVOLVED?



PRESIDENT



- Provide leadership & chair meetings
- Act as P&C spokesperson/representative
- Foster good communication between P&C, parents, school & community
- Responsible for staff & operations of Tuckshop and Uniform Shop

TREASURER



- Ensure P&C regulation compliance
- Prepare annual budget
- Approve accounts & maintain asset register
- Ensure accounting is open & transparent
- Organise yearly audit of the P&C accounts

SECRETARY



- Prepare agendas & minutes of meetings
- Communication with all members
- Maintain register of correspondence
- Organise, record & maintain documents
- Assist with other admin requirements

VICE PRESIDENT



- Provide support to the president
- Provide leadership & chair meetings in absence of President
- Foster good communication between P&C, parents, school & community

Events Team

We also need support to manage our P&C run events, which include:

- Mothers and Fathers' Day stalls
- Annual Trivia Night
- Colour Run
- Major Fundraiser (every second year)
- Sports Day BBQ and Cake Stall

Other events that happen throughout the year include running the canteen at the discos, Anzac Day afternoon tea, tears & tissues welcome morning tea and other events

HOW DO I JOIN?

Attend the AGM - this will be held on Monday 13 February 2023.

Attend a meeting! Keep an eye out in the newsletter and on Facebook for our next meeting date. Our meetings are held twice a term on a Monday evening from 7pm in the Hall Music Room. All welcome.

NEW MEMBERS & VOLUNTEERS WELCOME: If you'd like to become a member, please come along to the AGM or any meeting and register. You can also drop off the attached membership application before the AGM to become a member without attending the AGM.

For more information email - wpss_pc_secretary@outlook.com