



TERMS OF REFERENCE

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1 Scope of this Policy

The Ranches Parent Association (RPA) is an organisation of parents and staff. Its role is to encourage closer links between home and school. PTAs are best known for their fundraising work, but they have a useful social function too. Fundraising events provide an opportunity for parents, staff and pupils to come together.

2 How is the RPA organised?

At Ranches Primary, all parents/carers are automatically members of the RPA and are welcome to all general committee meetings. We hold our general meeting in September prior to our Curriculum Evening. At this meeting a committee is elected to run the RPA consisting of a chair, vice-chair, treasurer and secretary. Two representatives will be nominated from each class to join the committee.

3 Aims of the RPA

- To promote positive close co-operation and communication between parents and school staff.
- To provide activities and events to support and enhance school provision.
- To consider suggestions from staff, parents and children as to how funds should be spent and authorise consequent expenditure.
- To provide a social framework for parents, staff and children.

4 What is not in the RPA's remit?

It is not the purpose of the RPS to raise or discuss individual pupil or parent concerns. Such matters should be raised through the appropriate channels following school guidelines.

The following all fall outside the remit of the RPA;

- School Management/ operational procedures
- Curriculum or timetabling
- Staff selection and appointment
- School hours or holidays
- Management of budget



5 Potential activities

Communication

One of the primary roles of the RPA is to build strong relationships between the School and the parent body. Good relationships are built through strong communication. RPA will typically manage newsletters, events and meetings to promote communications.

Fundraising

RPA may help raise money for various charities as well as provide the School with any extracurricular items that may support the general curriculum.

Organising social activities

Family quizzes, parent balls and cultural festivals are all examples of educational social events that can be organized by the RPA.

Consultation

The RPS committee must keep the Principal informed about activities and key decisions through meetings between the RPA chair and Principal. Minutes and a record of notes from RPA meetings should be maintained and shared following meetings.