

Taney School Parent/Teacher Association

The Class Representative Role

If you have recently agreed to become a Class Representative (Rep) for Taney Parish Primary School, you are already a very valuable asset for the school and in particular for the Parent Teacher Association (PTA).

Number of Class Representatives per Class

Classes in Taney will usually have two to three Class Reps, ideally including one from the boys' parents and one from the girls' parents. It is also helpful if one Rep in the class has another older child in the school.

Term of Office

The Class Rep role is a four year term; however, many reps carry on for longer. The change over year is typically 3rd Class allowing other parents to get involved in the senior end of the school. It is also appreciated that circumstances can change, and a Rep may step down at any time. It is the responsibility of the leaving Rep/remaining Reps in the Class to find a replacement.

Responsibilities

- The Class Rep is hugely important in communicating and driving the PTA's initiatives - through your support we can make these a success. This includes selling tickets and encouraging people to attend school fundraising events.
- Many school events - fundraising and otherwise (i.e. Sports Day and the School Fair) rely heavily on large numbers of volunteers to help. The PTA rely heavily on the Class Reps to help recruit volunteers for these events.
- The role is also an admin one; the Class Rep sets up a Class Contact list for all parents in their class, then updates and circulates this yearly (file template to follow). This is valuable for parents when organising lifts, play dates and birthday parties, etc.
- The Class Rep also organises class social events during the year - for example, a coffee meet-up for the parents at regular intervals, or a night out once a term.
- The Class Rep is responsible for any collections that need to be made during the year amongst the parents (i.e. Christmas/end of year gift for Teachers, Special Needs Assistants etc).
- Communication from the PTA to Class Reps is done via class WhatsApp groups.

Being a Class Rep is not a very time-consuming job, but it is an important and rewarding one. It's a great way to get to know other parents and you will be playing a key role in bringing the class together.

We are a small PTA, working for a large school and you, the Reps, are our people on the ground. Together we can work to benefit every child in the school.

PTA Committee