7th February 2020

Dear Parents and Carers,

We had our first parents’ **Working Party** meeting on 10th January. The working party meetings are open to all parents and carers at Meadow Wood School. The aim is to strengthen our partnerships and to provide a semi-formal forum to contribute to discussions of school improvement and actions.

**The next meetings are at the school on 13th March; 15th May and 10th July – at 9.15 am.**

In our first meeting we discussed

* The purpose of the working party
* Establishing a charitable association to Meadow Wood School

It was agreed that the main focus of all the working party meetings this academic year is working towards establishing the **‘Friends of Meadow Wood’** association.

The benefits of having a charitable association ‘Friends of Meadow Wood’ is that it would make fund raising for the school more effective. We could in time, realise our dream of having a stimulating and inspiring multisensory hoist assisted soft play area for our students!

It is not necessarily about parents/carers organising fundraising events for the school – we all know how busy everyone is. **It is more about** **all of us working together!** Can we raise the profile of the school in the local community by utilising our existing business/ work links to attract voluntary donations for our projects or perhaps organise a ‘dress down ‘Friday’ at your workplace or ask local shops to support Meadow Wood?

The idea is that **all parents and carers** of Meadow Wood pupils past and present are automatically Friends of Meadow Wood. The committee needs a nominated chair (ideally a parent) and trustees (5-6); the Headteacher is usually the president of the association.

The steps to establish ‘Friends of Meadow Wood’ association and achieve charitable status are set out as follows:

1. Nominate a chair: Could it be you? Are you interested in leading on this new initiative?
2. Find the ‘right’ trustees
* Most of all we need committed, enthusiastic true ‘Friends of Meadow Wood’. A trustee could be a parent, grandparent, carer, physiotherapist, family friend, a young person looking to build a CV or someone recently retired who is looking to support the local community.
* Can you think of somebody who may be able to help us? Perhaps you could forward them this email today!
* The most important qualities of the chair and trustees is energy and enthusiasm for this project and to be able to commit to a few meetings a year to help guide the direction of the Friends of Meadow Wood
* If you are this person or know this person, please get in touch – we would love to hear from you.
* We are particularly interested in people who have some of the following skills and experience:

Knowledge of the needs of children with physical disabilities, their lives, families and carers

Digital promotion, marketing and events

Financial analysis skills, makings sense of spreadsheets and fluent in accounts

Fundraising – big, small, grant giving, community or business fundraising

Legal, governance or tip-top administration skills

1. Complete a submission to the Charity Commissions after agreeing the constitution and roles.

This is an exciting opportunity to be part of this new venture at Meadow Wood and we would love as many people as possible to be involved.

Please contact myself or Angela (Thomas’s mother), Anindita (Buni’s mother) or Nicola (Anaiya’s mother) via school admin for further information. We are looking forward to hearing from you!