

Westfields Infant School

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WISPA Core Committee Positions

Dear Parents,

It has been over a year since we last reached out to you regarding the core committee positions, and unfortunately, despite a few additional requests, we have yet to find anyone willing to step forward. As you are aware, as a result of low volunteer numbers our events have needed to be significantly scaled back this year, and it was certainly a shame to see the children miss out on the Christmas Fair.

Regrettably, the future of our committee and charity is now uncertain, as we currently lack the necessary support and individuals to fill the core roles. In order to operate as a charity, we require three official positions to be filled: Chair, Treasurer, and Secretary. We are looking to fill the below roles:

Chair – overseeing all events, ensuring the committee runs effectively, main point of contact for the school and charring meetings.

Treasurer – managing all banking and finance across all events, purchasing and balance sheets. Ensure all trustees, licences and insurance are kept up to date. Accounting/finance experience is essential.

Secretary – taking meeting minutes, proof reading letters and helping with the email inbox

As 'many hands make light work' and to ensure the main roles are supported, we ideally also need the below roles filled:

Co-chair – supporting the chair across events

Co-treasurer – supporting the Treasurer with the finances, must love a good spreadsheet!

The current core committee members have kindly volunteered to keep the charity running this school year, ensuring that the children can enjoy fun activities and essential fundraising efforts. However, this is temporary, and we will need to reassess the situation for the following school year, which may involve further reductions or the possibility of no events at all.

Being a part of the core committee is such a great opportunity! Witnessing the **incredible impact** our funds have made on the school and children, such as the new library and rugs, is **so rewarding**. Organising events alongside a **wonderful team of parents**, grandparents and other family members allows you to see firsthand the joy and excitement these activities bring to the children. We also encourage you to consider involving friends or family members who may be interested in these roles.

If any of these roles are of interest then please feel free to join us at our next meeting on Wednesday 7th February 7:00-8:00pm or contact us wispacommittee@gmail.com and we're happy to answer any questions or discuss what's involved. As always, any help we receive is really appreciated, so if you'd like to join our committee WhatsApp group to **help out when you can**, please let us know!

Thank you
WISPA



[Parents of Westfields Infant School \(Run by WISPA\)](#)



wispacommittee@gmail.com