



NAVIGATION PRIMARY SCHOOL PARENT TEACHER ASSOCIATION

Registered Charity # 1032092

ANNUAL REPORT OF THE PTA COMMITTEE 2024/2025

INTRODUCTION

Navigation Primary School Parent-Teacher Association (PTA) is a registered charity with the trustees listed within the Charity Commission as:

Mrs. Natalie Jeffries
Mrs. Anna Bristow
Mrs. Cathryn Wellard

The objective of the PTA, as defined in the constitution, is to advance the education of pupils in the school, by:

Developing effective relationships between staff, parents and others associated with the school.

Engaging in activities, or providing, facilities and/or equipment which supports the school and advances the education of the children.

The constitution requires the PTA to have their account independently reviewed and the committee seeks delegated authority to appoint an appropriate independent person, as done in previous years.

To recap the priorities from 2024-2025, which roll-over for 2025/2026 are:

New ways to fundraise and engage new parents.

Maintaining effective communication with staff and parents, including between the committee and volunteers.

Increase awareness of the Matched Funding scheme.

Maintain and/or increase the funds raised.

Increase awareness of passive means of funds such as Nametags and Easy Fundraising.

THE CURRENT COMMITTEE

As elected at the previous AGM, committee members are:

CO CHAIR	Natalie Jeffries
CO CHAIR	Cath Wellard
TREASURER	Anna Bristow
SECRETARY	Roz Arnold
HEAD TEACHER	Jo Patterson

FINANCIAL REPORT

Please see attached Appendix A for the full list of fundraising events and items.

Funds raised this year totalled £18, 661.18.

Big spend items covered this year are the EYFS Outdoor Play Project (£4,884.15), the Aquarium Hire (£780), and Forest School Days (£765).

We are pleased to have been able to fund additional books, Voxblocks books and headphones to the library and writing tablets, including contributing to the development of the school garden.

Not forgetting our usual contributions to EYFS ducklings, character and music workshops and instruments, and leavers hoodies and books.

Following technical issues with BOPP, we have moved to SUMUP as the preferred cashless payment system which now includes a physical card machine and online store.

EVENTS & FUNDRAISERS - HIGHLIGHTS

We are pleased to have added new events to our calendar such as a quiz night and EYFS Dance-a-thon, both of which were successful and well-received, not to mention genuine fun.

We continued with existing fundraisers which continue to succeed, such as

Christmas Cards

Raising £427.39 with no expenses.

Christmas Raffle

We were fortunate to again enjoy a wide variety of prizes which contributed to us raising £1,291.50. Thank you to everyone who generously sourced and donated these.

Santa's Grotto

Raising £1,362.41 exceeding last year's total. Thank you to our amazing elves for continuing to make this a magical event.

Christmas and Spring Fairs

Thank you for the time and patience of our wonderful staff, parent volunteers, children, and friends who ensure these are successful and enjoyed with this year being no exception, even when rain threatened our Summer Fair.

The Christmas Fair raised £2,723.28 (including a toy sale and own clothes days), again exceeding our last year's total.

The Summer Fair raised £3,652.46 (including own clothes days). exceeding last year's total. We continued using tokens which allows parents and carers the convenience of paying by card.

New and Not so New Fundraisers

Following from last year we have continued with the following fundraisers. A special thank you to the parent volunteers and teachers who made these possible.

- Second Hand Uniform Shop £634.63 (and counting), an increase from last year.
- Costume Rental and World Book Day although a small earner at £48.60, this one is close to our hearts and one we hope will become permanent features.
- Doughnut Friday £220.22
- Class Photos £1,264.41 – we opted to use an online ordering system, which resulted in learnings for future use but overall believe this to be an efficient way to manage these.

- Alty 10K Sponsorships £921 overall raised, but due to the timings of this event the earnings split across fiscal years so £126.12 is logged for this year + £677.70 from last year. The balance will reflect on next year's report.

Passive Fundraisers

In line with our identified priorities, we hope to expand our passive fundraising initiatives. This year we participated in Parent kind's collaboration with ASDA, raising £478.25.

COMMUNICATIONS

An extended thank you to Emma Hughes for always ensuring our social media accounts are up to date and looking great!

We continue to utilise our Class Rep WhatsApp group which comprises of a representative from each class of each year who share updates and requests to the individual class chats and remains an invaluable way for parents to reach out to us with questions.

In addition to this, we continue to reach out to our Volunteer WhatsApp group where any parent or carer interested in helping us with and at events can easily and quickly be recruited. We would like to thank these two groups for their continuing help and support.

We continue to feature PTA events and news in the weekly school newsletter which every parent receives via email.

Where necessary we have sent separate correspondence via School Spider.

SUPPORT

The PTA is only successful because of the generous donations of time and money from the friends and family of Navigation Primary and for that we remain thankful to everyone who has been involved with, attended, and supported our events.

Navigation Primary School is fortunate to have an enthusiastic and dedicated staff from which the PTA has enjoyed their total support. We would like to thank Ms Patterson, her wonderful teaching and office administration staff for their support and assistance throughout the year.

CONCLUSION

In closing, this has been an eventful and event full year of laughter, fun and fundraising with a school and committee we are proud to be a part of.

We hope for more exciting and fun events for the upcoming year.

Natalie Jeffries, Cath Wellard, Anna Bristow, Roz Arnold
On behalf of the Navigation Primary School PTA.

APPENDIX A

Financial Summary - 1 September 2024 to 31 August 2025				
INCOME				
		Gross	Costs	Net
Uniform Shop		£834.63	£0.00	£834.63
Alty 10k 2024 Sponsorship		£877.70	£0.00	£877.70
Coat Sale		£77.00	£0.00	£77.00
Doughnut Friday		£877.35	£457.13	£220.22
Autumn Disco		£744.00	£25.36	£718.64
Costume Rental		£20.00	£0.00	£20.00
Own Clothes (Xmas Fair)		£759.07	£0.00	£759.07
Christmas Raffle		£1,291.50	£62.00	£1,229.50
Christmas Fair (including pre toy sale & tokens)		£1,984.21	£367.43	£1,596.78
Santa Visit		£1,362.41	£426.92	£935.49
Christmas Cards		£427.39	£0.00	£427.39
Silent Disco		£1,175.66	£399.83	£775.83
Asda Cashpot		£478.25	£0.00	£478.25
World Book Day Costumes		£28.60	£0.00	£28.60
Quiz Night		£2,661.86	£1,588.20	£1,073.66
Own Clothes (Summer Fair)		£812.81	£0.00	£812.81
Summer Fair		£3,039.65	£804.81	£2,434.84
EYFS Danceathon		£283.37	£7.29	£276.08
Donations		£100.00	£0.00	£100.00
Class Photos		£1,519.60	£255.19	£1,264.41
Alty 10k 2025 Sponsorship		£126.12	£0.00	£126.12
Fundraising Total		£18,661.18	£4,194.16	£14,467.02
RUNNING COSTS				
		Gross	Costs	Net
Parentkind (Insurance etc.)		£0.00	£162.00	-£162.00
Sum Up Payment Device		£0.00	£46.80	-£46.80
Total		£0.00	£208.80	-£208.80
PROJECTS FUNDED				
		Gross	Costs	Net
Gardening Club		£0.00	£121.95	-£121.95
Y1 Writing Tablets		£0.00	£252.60	-£252.60
Class Christmas Gifts		£0.00	£446.39	-£446.39
Outdoor Clocks & Map		£0.00	£361.43	-£361.43
Musical Instruments		£0.00	£470.82	-£470.82
World Book Day items		£0.00	£269.37	-£269.37
Forest School Days		£0.00	£765.00	-£765.00
Beanbags		£0.00	£155.98	-£155.98
Y4-5 Historical Character Workshops		£0.00	£300.00	-£300.00
Aquarium Lease		£0.00	£780.00	-£780.00
Prime VR Day		£0.00	£200.00	-£200.00
World Book Day Author Visit		£0.00	£450.00	-£450.00
World Book Day books		£0.00	£90.00	-£90.00
EYFS Small World Items		£0.00	£1,051.84	-£1,051.84
Y6 SATs breakfast		£0.00	£77.66	-£77.66
Yr5 Enterprise Project		£0.00	£97.13	-£97.13
Music Quiz prize		£0.00	£50.00	-£50.00
Total		£0.00	£5,940.17	-£5,940.17
GRAND TOTAL		£18,661.18	£10,343.13	£8,318.05
ACCOUNT BALANCE				
Balance in account	£22,984.74			
Opening balance (01/09/24)	£14,666.69			
Check	£8,318.05			