

## **Knockloughrim Primary School PTA - Annual Trustees Report**

**Charity Number – NIC101748**

**Financial year - 2023/2024 period**

### **Main activities achievements in the year**

Throughout 2023 and 2024, Knockloughrim Parent and Teachers Association (PTA) continued to play an active role in supporting the school community through a range of events and fundraising initiatives. These activities were designed not only to raise funds, but also to foster a stronger sense of community among pupils, parents, and staff.

Key activities included:

- Crazy Sock day – The PTA organized a successful Crazy Sock Day (13-17 November 2023) where children wore odd or weird socks to support Anti Bullying Week.
- Movie & Munchies (30 November 2023) – The PTA organised a successful Movie & Munchies Night where children arrived at school in their PJ's to watch a Christmas Movie. This created a festive experience for the children and raised vital funds.
- Break the Rules Sponsored Events – Pupils took part in sponsored break the rules week which encouraged active participation while raising money to support classroom resources and outdoor play equipment.
- Cash Call – These community fundraisers provided informal opportunities for parents and carers to connect, while contributing to fundraising goals.
- Quiz Sheets – A fun initiative was introduced allowing parents to answer quiz sheets and raise money.
- Colour Run – An outdoor Colour Run Event was held at the end of term to mark the end of the school year, with games, music, and refreshments for families to enjoy. Children who chose to participate sought sponsorship and it consisted of a large fun event for all the family.

Funds raised from these activities contributed to the purchase of new books for the school library, funding educational workshops, and upgrading playground facilities.

The trustees are grateful for the ongoing support from parents, staff, and local businesses, and are committed to continuing these efforts to enhance the educational experience of all pupils at Knockloughrim Primary School.

## **Public benefit requirement statutory guidance**

The trustees confirm that they have had regard to the Charity Commission for Northern Ireland's statutory guidance on public benefit when carrying out their duties and responsibilities. In particular, the trustees are satisfied that the activities of the Parent and Teachers Association (PTA) during the year have furthered our charitable purpose of advancing the education of pupils at the school for the public benefit.

This has been achieved through the organisation of fundraising events, provision of additional educational resources, support for extracurricular activities, and the promotion of strong home-school relationships. The trustees believe these activities have had a clear and positive impact on the educational experience and well-being of the pupils, in line with our public benefit obligations.

## **Review of the financial position**

At the end of the financial year, Knockloughrim PTA remains in a stable financial position. Thanks to the generous support of parents, staff, and the wider community, the charity generated a healthy surplus through its fundraising activities. All income was carefully managed to ensure it directly supported the PTA's charitable objectives. A portion of the funds was used to enhance school resources and pupil experiences, while a prudent reserve has been maintained to support future initiatives. The trustees are confident that the charity is financially well-positioned to continue its work into the coming year, with appropriate controls in place to ensure transparency and accountability in all financial matters.

## **Details of any fund held by the charity that was materially in deficit' at the end of the year and steps taken by the charity trustees to eliminate the deficit**

At the end of the financial year, the charity held no funds that were materially in deficit. The trustees regularly review the financial position and are satisfied that all restricted and unrestricted funds are being managed appropriately in line with the charity's objectives and obligations.

## **Details of how the charity is constituted and its governing document**

Knockloughrim Parent and Teachers Association (PTA) is a registered charity constituted as an unincorporated association. The charity is governed by a constitution adopted by its members, which sets out the aims, powers, and administrative arrangements of the PTA. This constitution is based on the model provided by Parentkind, the national membership organisation for PTAs, and was formally adopted at the PTA's inaugural meeting. The governing document outlines the procedures for appointing trustees, holding meetings, managing funds, and ensuring the charity operates in accordance with its objectives to advance the education of pupils at Knockloughrim Primary School.

### **A summary description of the purposes of the charity**

The purpose of Knockloughrim Parent and Teachers Association (PTA) is to advance the education and well-being of the pupils at Knockloughrim Primary School. The PTA works to develop effective relationships between staff, parents, and others associated with the school, and to engage in activities that support the school and enhance the learning environment. Through fundraising and community-building events, the PTA aims to provide additional resources and experiences that benefit all pupils and contribute positively to school life.

### **List of Trustees**

- Lynn Shiels – Chairperson
- Tracey Paul – Treasurer
- Janette Palmer – Secretary
- Mark Kelly – Vice Chairperson
- Nadine Thompson-Kirkpatrick – Vice Chairperson
- Denise Leacock – Committee Member
- Ruth Hyndman – Committee Member



Chairperson of Knockloughrim PTA

5 June 2025