

Downshire Primary School Parent Teacher Association
Annual Trustee's Report - For year end 31st August 2024

GENERAL INFORMATION

NAME(S) OF CHARITY:

Downshire Primary School Parent Teacher Association

PTA CHARITY REGISTERED NUMBER:

106318

REGISTERED ADDRESS:

Downshire Primary School, 7 Ballynahinch Road, Hillsborough, Co
Down, BT26 6AR, Northern Ireland

TRUSTEES:

Chair – Vanessa Ribeiro

Secretary – Claire Liddle

Treasurer – Natalie Wray (until January 2024); Carol Irwin (onwards)

Principal – Michael Poots

Vice Principal – Lisa Scott

BANK:

Danske Bank

INDEPENDENT EXAMINER:

Mrs C Rodgers

Structure & Governance

The Downshire Primary School Parent Teacher Association (PTA) is a charity registered in Northern Ireland under charity number 106318.

Membership of the PTA consists of parents, guardians or carers of any pupil currently attending Downshire Primary School, together with teaching and non-teaching staff employed by the school. Members are elected onto the PTA at its Annual General Meeting (AGM).

The PTA collaborates closely with the head teacher and senior leadership team to determine how the money raised will be allocated.

Purpose

The main objective of the PTA is to support and enhance the educational experience of the pupils at Downshire Primary School by:

- Fostering strong relationships between parents, teachers and other staff associated with the school;
- Organizing events and fundraising activities for the school;
- Providing facilities or equipment which support the school and ensure that every child has the opportunity to succeed.

Activities & Achievements

In the year under review, the PTA ran the following events:

- A Welcome barbecue at the start of the academic year, introducing new pupils and their families to Downshire Primary School.
- A May and Christmas Fair which brought together parents, teachers, children, village residents and entrepreneurs from the local area.
- A Halloween and Easter treasure hunt undertaken throughout Hillsborough Village

These activities not only raised money for the school, but provided an invaluable opportunity to develop effective relationships between parents, staff and the community at large, whilst generating significant support for the school in the village.

The PTA also organised the following activities and competitions for the children:

- A Halloween and Valentines School disco
- The design of personalized Christmas cards which were professionally printed for use among their family and friends.
- Class Tote Bags illustrated by the children – a valued keepsake for parents and children alike.

These activities provided opportunities and amusement for the children, whilst raising money for the school and developing relationships within the local community.

Throughout the period under review, the PTA donated a total of £24,787.74 to the school.

This money was used to purchase new blinds for the P1 and P2 classrooms to facilitate the use of interactive white boards; it provided much needed funding for the mathematics and literacy departments and paid for new IT and playground equipment for the children.

In addition to the money raised for the school, the PTA also helped the school by providing the following:

- Refreshments for the P1 induction days and the P7 Leavers Assembly.
- A Christmas gift for each of the pupils
- A contribution to the P7 Leavers Party

Financial Review

DOWNSHIRE PRIMARY SCHOOL
TREASURER'S REPORT FOR ONE YEAR PERIOD 31 AUGUST 2023 TO 30 AUGUST 2024

PRESENTATION TO AGM - MONDAY 7 OCTOBER 2024

| | | £ |
|-------------|---|--------------------|
| | OPENING BALANCE @ 31 AUGUST 2023 | 10,296.51 |
| | INCOME | |
| | EVENTS | |
| | Welcome BBQ | 1,591.70 |
| | Halloween Disco | 1,232.00 |
| | Scavenger Hunt | 69.00 |
| | Tote Bags | 2,567.50 |
| | Christmas Fair | 1,885.54 |
| | Christmas Raffle | 1,516.50 |
| | Valentines Disco | 1,234.00 |
| | Easter Hunt | 405.00 |
| | May Fair | 5,639.31 |
| | Colour Run | 9,590.50 |
| [A] | Total Events Income | 25,731.05 |
| | OTHER INCOME | |
| [B] | Sundry | 32.62 |
| [A]+[B] | TOTAL INCOME | 25,763.67 |
| | EXPENSES | |
| | EVENTS | |
| | Welcome BBQ Expenses | 895.87 |
| | Halloween Disco | - |
| | Scavenger Hunt | - |
| | Tote Bags Expenses | 2,120.64 |
| | Christmas Fair Expenses | 515.31 |
| | Valentines Disco | 185.46 |
| | Easter Hunt | - |
| | May Fair Expenses | 717.09 |
| | Colour Run Expenses | 3,050.00 |
| [C] | Total Events Expenses | 7,484.37 |
| | DONATIONS TO DPS | |
| [D] | Downshire Primary School Donations | 24,787.74 |
| | OTHER EXPENSES | |
| | P7 Leavers Hoodies | 250.00 |
| | Thank you gifts – Mrs Jess/Richard | 28.75 |
| | Bank Fees | 80.76 |
| [E] | Total Other Expenses | 359.51 |
| [C]+[D]+[E] | TOTAL EXPENSES | (32,631.62) |
| | CLOSING BALANCE @ 30 AUGUST 2024 | 3,428.56 |

Financial Position

The Opening Balance on 1st September 2023: £10,296.51

Closing Balance on 30th August 2024: £ £3,428.56.

Through the fundraising activities mentioned above, a total of £25,731.05 was raised during this period, with a fundraising cost of £7,484.37.

We aim to keep £1000.00 in reserve to ensure that we can fund the Welcome Barbecue at the start of the academic year.

Plans for the upcoming year

To raise funds for the purchase of Chrome books and other educational resources.

To run a Welcome Barbeque, Christmas and May fair and Halloween/Easter scavenger hunt.

To introduce the following new events – “YES” Day and Cash Call.

The Receipts and Payments Accounts, together with the Statement of Assets and Liabilities are submitted along with this report.

Signed on behalf of the Trustees:



Vanessa Ribeiro

Chair



Carol Irwin

Treasurer