



Urgent plea for help

Dear Parents

The CLESA committee has done an amazing job this school year raising money through events and ongoing schemes. We, the CLESA Co-chairs, would like to **THANK EVERYONE WHO HAS HELPED MAKING THIS YEAR A SUCCESS**. Without your help and support the PTA would not exist.

We have a number of positions we need to fill for the next academic year. If you can help we would be extremely grateful as it means our children will still have great events to go to. In addition, we will continue to raise valuable funds for our schools which will ultimately benefit **ALL OUR CHILDREN**.

Please see below, if you can help please get in touch.

Treasurer

Without a Treasurer the PTA will cease Emily (current treasurer) has indicated this role can be split between two people. One looking after the day to day banking and organising of floats on event days and another looking after the CLESA accounts. The first person does not need an accounting background. We have until October to fill this role. Emily will willingly provide a full handover, so the transition should be smooth!

Gift card scheme

This role entails ordering gift cards each month and distributing them to parents. Additional gift cards are sold on an ad hoc basis. Records need to be kept for accounting purposes. The role would suit an individual or it could be shared. Good organisational skills are required. Jan (current gift card manager) will kindly help with a handover. **Generated income for school roughly £3500** with only 30 families on the scheme so there is potential for growth in this.

Christmas cards

We need someone to organise this years' Christmas cards with Childrens' drawings, liaise with school and the Christmas card company. **Generated income £800.**

Fireworks

2018 will be the current event managers (Yanjie and Lou)'s final year organising this event, and therefore we are looking for a team to takeover this role. The best way to do this is to shadow the event this year with the intention of running it next year. Our fireworks night is shared with Chesham Bois school and is a great event for all families with BBQ, mulled wine and lots of bangs! If we cannot find anyone to take on this event it will be cancelled next year. **Generated income £3500.**

IF WE CANNOT FILL EVENT POSITIONS CLESA WILL HAVE NO CHOICE BUT TO CANCEL THE EVENTS, AND WITHOUT A TREASURER WE CANNOT CONTINUE TO OPERATE. THIS MEANS NO MORE EVENTS OR FUNDS FOR OUR SCHOOLS.

CLESA Co-chairs
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