

## FACT SHEET

The P and C is a school-based, incorporated, not for profit organisation, registered with the Australian Charities and Not-for-profits Commission (ACNC), with membership open to parents, teachers, students and interested citizens. We aim to:

- Promote the interests of the school by bringing parents, citizens, students and teaching staff into close co-operation
- Assist in providing facilities and equipment for the school and promoting the welfare of the students at the school
- Encourage parent participation in extra-curricula activities and other educational events in schools

The P and C is responsible for the canteen, the uniform shop and other P and C fundraising initiatives. We are also involved with the music committee, although that is run by a separate committee, with its own executive.

### How do you raise Funds?

Generally, we raise funds in four ways:



#### Canteen

- Canteen Manager and Canteen Assistant are paid employees of the P and C (not the school).
- School has no responsibility in staffing the canteen
- Reliant on volunteers, which keeps the cost to the children down
- If most parents could volunteer for just 2 days per year we would be delighted



#### Uniform shop

- School has no responsibility in staffing the uniform shop
- Reliant on volunteers, which enables the uniform shop to continue to service the Newport families
- If most parents could volunteer for just ½ a day per year we would be delighted



#### Stalls

- Mothers Day, Father's Day and Christmas stalls are a fun day held in the school hall
- The children love it (gifts priced at \$5 or \$10 each)
- We will call out for volunteers closer to the time and various shifts are available (even 1 hour is a big help)
- Highly impacted by Covid in 2020 and 2021



#### Other events

- This is another area that was hugely affected by Covid in 2020 and 2021
- Hoping that 2022 and beyond will see movie nights, fun runs, raffles, trivia nights and other social events
- We would love some volunteers for the Social/ Fundraising sub-committee (we welcome fresh ideas and assistance in planning them)

FUNDRAISING  
(profits all reported in P and C meetings)

All of these activities are only possible with the help of volunteers.

# FACT SHEET *(continued)*

## Who are the P and C members?

You. When you receive your school fees invoice there is a section regarding a P and C levy. Once that is paid, you are a financial member and can vote. If you are not a financial member you can, of course, still attend meetings and participate in discussions.

When you pay the levy you agree that the school provide your name and email to the P and C.

## Volunteering

### Canteen

Email Emma at [canteen@newportpandc.com.au](mailto:canteen@newportpandc.com.au) to volunteer:

- for a whole day shift
- for a morning shift
- for an afternoon shift
- To be on the 'last minute SOS email' list

### Uniform shop

• Email Louise and Phoebe at [newportuniformshop@hotmail.com](mailto:newportuniformshop@hotmail.com) to volunteer

### Music Committee

• Email [newportpsmusiccommittee@gmail.com](mailto:newportpsmusiccommittee@gmail.com) if you are interested in assisting them

### P and C

Email Brooke at [info@newportpandc.com.au](mailto:info@newportpandc.com.au) if you wish to volunteer:

- for the Social / Fundraising Sub-committee
- for the Canteen Sub-committee
- For admin assistance (eg your graphic design skills)
- on an add-hoc basis with stalls and other events

We would also love to hear from you if:

- you have a business and may be able to donate a service or product to us for a raffle
- you are a business which may be able to supply us with a product at a discounted rate (eg the canteen needs and air conditioner and a dishwasher)

## P and C Meetings

The P and C meetings are informal gatherings where parents and teachers may discuss the operation of the school. The Principal, and other school executives and teachers, attend and provide timely updates delivered in a relaxed and friendly atmosphere. The school discusses its needs outside of what can be achieved with their government funding. As a group we then discuss and decide how to support the school with these priorities. The most recent need was the COLA to provide additional shade to the students in the playground.

Class Parents also attend to further the interests of the class they represent.

Importantly there are times where all meeting attendees may vote on various initiatives which are funded, in whole or in part, by the P and C. Without your vote at these meetings, projects may be delayed.

The P and C will communicate the agenda prior to each meeting, and you are welcome to submit items for inclusion on the Agenda (please email [secretary@newportpandc.com.au](mailto:secretary@newportpandc.com.au)).

Newport Public School P and C meetings are held once in Term 1 and twice per term in Term 2, 3 and 4. twice per term. For scheduled meeting dates, please see the school calendar on their website and keep an eye on your emails.

## P and C Team

<b>President:</b>	Brooke Logan
<b>Vice president:</b>	Lisa Smith
<b>Secretary:</b>	Nicole Lucchese
<b>Treasurer:</b>	Olivia Mitchell
<b>Music Committee President:</b>	Natalie Sampson
<b>Canteen Manager:</b>	Emma Friedlein
<b>Canteen Assistant:</b>	Louise Birkett
<b>Uniform Shop Manager:</b>	Louise Woods
<b>Uniform Shop Deputy Manager:</b>	Phoebe Bazarov

