

Wellfield Academy PTFA  
Wellfield Academy  
Yewlands Drive  
Leyland  
PR25 2TP

Date: 1st July 2022

Dear Parents,

**The PTFA Annual General Meeting (AGM)**

We would like to give notice of the AGM of the Wellfield Academy PTFA, to be held on Tuesday 12<sup>th</sup> July 2022. The evening will start at 6pm for the PTFA Annual General Meeting at Wellfield Academy.

The PTFA plays a vital part in the school community and all parents, as members of the PTFA, are invited to support the AGM. This is your chance to hear and see how the funds you have helped to raise have been used for the benefit of the students at our school.

The AGM is also an opportunity for you to elect the PTFA Committee, who represent the association throughout the forthcoming year. Nominations should be sent in advance of the AGM for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time. Existing committee members wishing to stand for re-election do not have to be nominated again but should inform the PTFA of their intention to stay in their role.

If you would like any further information about being a Committee Member, please email [wellfieldacademyptfa@gmail.com](mailto:wellfieldacademyptfa@gmail.com)

Please return the slips below as soon as possible by email, or by **Friday 8<sup>th</sup> July** at the latest to Tracey Ibitoye PTFA secretary on the PTFA email address above.

We look forward to seeing you on Tuesday 12<sup>th</sup> July 2022 at 6pm.

Kind Regards,  
**Miss Emma Bracewell (Chair)**



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I/We shall/shall not be attending the AGM Evening on [Insert date]

Signed ..... Print Name .....

**NOMINATION FOR OFFICER/MEMBER OF THE PTA COMMITTEE**

Nominee .....

For position of: Chair/Secretary/Treasurer/ Other Officer/Ordinary Committee Member [Circle one]

Nominated by ..... Seconded by .....  
[Please sign and print name] [Please sign and print name]

I ..... (nominee name) agree to my nomination for the position of .....

Signed ..... Date .....