Dear Parents, Guardians & Friends,

You are invited to participate in our “Just One Thing” campaign for 2016. We hope to build on the success we had as a P&C in 2015 and give all Beverly Hills Public School families a chance to be involved in our school community and volunteer for “Just One Event”! **We need parent volunteers!!!!**

**What is the P&C Association?**
The Parent & Citizen Association plays an important role in the successful operation of our school. The primary purpose of the P&C is to promote the interests of the school by bringing parents, citizens, students and teaching staff into close co-operation and to assist in providing facilities and equipment for the school.

**How does the P&C achieve its goals?**
- Conducts regular monthly meetings at which all parents and citizens are welcome;
- Establishes supporting subcommittees, which, on behalf of the P&C, raise funds to assist the school in the purchase of vital programs and equipment to aid in our children’s learning.
- Enlists volunteers from the school community to organise and support fundraising events.

**P&C Changes for 2016**
The structure of our fundraising function is changing in 2016 and we are asking for your help. Going forward, all fundraising activities will be run by “teams” of parents who volunteer to take on an event and make it happen. **No volunteers = No events.**

Below is a list of basic fundraising events we currently run at our school. We are asking that groups of parents join together and choose one event in 2016 to organise/run or suggest a new event that they would like to run in 2016.

**Fundraising Events for 2016**
- Easter Raffle
- Mother’s Day Stall
- Father’s Day Stall
- Cinema screening @ Beverly Hills Cinema
- School Disco
- Second Hand Uniform Stall
- Entertainment Books
- School Banking (this is an ongoing role that will require a larger commitment)
- School Grants
- Walkathon

Please remember that the P&C Association will offer all the support to get you started. Many of the resources, communication, flyers, contacts and equipment needed to run these events are available and at your disposal. There are plenty of P&C parents willing to help guide and support new teams that emerge to take on these events.

**Commonly Asked Questions:**

*I want to help, but do I need to join the P&C Association?* No you don’t. We only ask that each team nominate one parent to liaise with the P&C for the duration of planning the event.

*I work part-time/ full-time, can I still help?* Yes you can! 99.9% of the parents in the P&C Association work full-time or part-time. There are plenty of tasks that you can take on which don’t require you to be at school.

*Will I be expected to take on this volunteer role each year?* Absolutely not! Each year new parents join our school community and it’s important that we rotate the teams. However, we are also more than happy for groups of parents who know each other well and work well together to “own” an event and make it their own each year! It’s really up to you!
**What do I get out of volunteering?** Lots! Apart from the fact that your direct efforts will benefit the learning of your children and the wider school community, volunteering can also be a very rewarding experience. You will have the opportunity to:

- Contribute creatively;
- Learn new skills, and use your existing skills;
- Be part of a team and form new friendships and school connections; and
- Witness how PROUD your children will feel to see mum and/or dad helping out at school!

**Can I volunteer for more than one event?** Absolutely! It’s really up to you!

**What do I need to do to get involved?**

- Discuss the idea of forming an Event Team with other parents you know. Even if you don’t know any parents don’t be shy to volunteer by yourself and get acquainted with people in the Team you’ve nominated.
- Complete the information below and return to the school office by **04 March, 2016**.

**Is there going to be a Fete in 2016?**

- No, not unless we get someone willing to volunteer to co-ordinate and run it. It is a huge job and we currently don’t have the manpower to run it properly.

For further enquiries? Please contact Natasha Clayton (Fundraising Liaison Officer) – 0416 160 311

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**P& C VOLUNTEER EXPRESSION OF INTEREST FORM FOR 2016**

☐ Yes please! I would like to volunteer a small amount of my time to help with one P&C Event in 2016!

Event(s) I am interested in volunteering for. Please rank your first three preferences and we will try to give your first choice.

<table>
<thead>
<tr>
<th>Event</th>
<th>Approx Time</th>
<th>Team Lead/s (Please tick)</th>
<th>Volunteer/s (Please tick or list your team of parent names)</th>
</tr>
</thead>
<tbody>
<tr>
<td>SCHOOL GRANT APPLICATIONS</td>
<td>All Year</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CINEMA SCREENING</td>
<td>Term 2/3</td>
<td></td>
<td></td>
</tr>
<tr>
<td>EASTER RAFFLE</td>
<td>Term 1</td>
<td>Natasha Clayton &amp; Vassi Miliotis</td>
<td></td>
</tr>
<tr>
<td>ENTERTAINMENT BOOKS</td>
<td>All Year</td>
<td></td>
<td></td>
</tr>
<tr>
<td>FATHER’S DAY STALL</td>
<td>Term 3</td>
<td>Roberta Lamont</td>
<td></td>
</tr>
<tr>
<td>MOTHER’S DAY STALL</td>
<td>Term 2</td>
<td>Kathy Andreadis</td>
<td></td>
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<tr>
<td>SCHOOL BANKING</td>
<td>All Year</td>
<td></td>
<td></td>
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<tr>
<td>SCHOOL DISCO</td>
<td>Term 4</td>
<td></td>
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<tr>
<td>SECOND HAND UNIFORM STALL</td>
<td>All Year</td>
<td>Kathy Andreadis</td>
<td></td>
</tr>
<tr>
<td>WALKATHON</td>
<td>Term 3/4</td>
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<tr>
<td>(Other suggestions)</td>
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**NAME:**

**BEST CONTACT NUMBER:**

**NAME & 2016 CLASS YEAR OF CHILDREN AT SCHOOL:**

**WORK STATUS:**

**DAYS/TIMES AVAILABLE:**

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PLEASE RETURN TO SCHOOL OFFICE BY 04 MARCH 2016. THANK YOU!