



Madginford Primary School

Egremont Road, Bearsted, Maidstone, Kent, ME15 8LH

Telephone: 01622 734539

email: office@mps.kent.sch.uk

www.madginfordprimaryschool.co.uk

Headteacher: Mrs. Amanda Woolcombe

Thursday 1st October 2026

FRIENDS OF MADGINFORD

Re-establishing our Parent & Carer Association- Friends of Madginford

Annual General Meeting – Thursday 12 November 2026

Madginford Primary School | 17:30pm

Let's bring Friends of Madginford to life!

Dear Parents and Carers,

We are delighted to invite you to an Annual General Meeting (AGM) to re-establish Friends of Madginford, our school's parent and carer association.

Many of you may remember the group in its previous form as the Madginford PTA. We are now looking to bring the group back together under its new name, Friends of Madginford, with a fresh opportunity for parents, carers and members of our school community to get involved.

Friends of Madginford can play a wonderful part in supporting our children and our school. By working together alongside our School Community team, we can raise funds, create additional opportunities and experiences for our children, support school projects and bring families together through enjoyable and memorable events.

Everyone is welcome

You do not need previous experience of being part of a PTA, organising events or fundraising.

Whether you were involved with the PTA previously, are completely new to the group, or simply have an idea you would like to share, we would love you to come along.

The AGM will give us an opportunity to:

- Re-establish Friends of Madginford under its new name.
- Discuss the purpose and aims of the group.
- Share ideas for future fundraising and community events.
- Discuss and agree how the group will work together.
- Elect the committee for the coming year.
- Begin planning some exciting opportunities for our children and families.



A fresh start- with the same purpose.

Friends of Madginford will continue the important role that a strong parent and carer association can play in school life: bringing people together and helping to create additional opportunities for our children.

We want this to be a group that is inclusive, friendly and enjoyable to be part of, with everyone able to contribute in a way that works for them.

You might want to take on a committee role, help at an individual event, share an idea, offer a particular skill or simply lend a hand when you are able.

There is no expectation that you have to do everything. We want to build a team and share the workload.

Committee Positions

We are looking to appoint:

Chair

The Chair helps lead Friends of Madginford, bringing people together, supporting the committee and helping turn ideas into exciting opportunities for our children.

Deputy Chair

The Deputy Chair supports the Chair and wider committee, helping to coordinate activities and events and sharing ideas to help the group run smoothly.

Treasurer x 2

The Treasurers work together to help look after the charity's finances, maintaining accurate records and ensuring appropriate procedures are followed for counting, banking and making payments.

Secretary

The Secretary helps keep the group organised through meetings, minutes, correspondence and communication between the committee and school.

Deputy Secretary

The Deputy Secretary supports the Secretary with meetings, communication and administration, helping to share the workload.

No experience necessary

There is no need to prepare a formal application, presentation or speech.

If you are interested in standing for one of the committee positions, please let us know in advance where possible via the school office. However, you are also very welcome to express your interest and put yourself forward on the evening.

You can also simply come along to find out more, share your ideas or see how you might be able to help.

What could Friends of Madginford achieve?

Together, we could:

- Raise funds to enhance opportunities and experiences for our children.
- Support school projects, resources and activities.
- Organise enjoyable events for children and families.
- Build a stronger sense of community within our school.
- Give parents and carers an opportunity to share ideas and get involved.
- Create positive and lasting memories for our children.



Every contribution, however big or small, can make a difference.

We would love to see as many parents and carers as possible.

You do not need to commit to a committee position simply to attend.

Come along, find out more, share your ideas and help us shape what Friends of Madginford could become.

Let's work together to make a difference.

With warmest wishes,

Madginford Primary School

