

**Alphabets Preschool**

**Joining the Committee**

Registered Charity: 1036169 | Ofsted URN: 109823 |

Ofsted Rating: GOOD

Alphabets Preschool is a registered charity that needs the help of parents to run effectively.

**Find Out More**

If you would like to find out more about becoming a committee member, please speak to the Preschool Manager, Hannah Barfoot, or any of the existing committee members.

**Chairperson:** Becky Morgan-Walsh

**Treasurer:** Kate McKillen

**Secretary:** Alex Kemp

**Committee Member:** Kate Roberts

**Committee Member:** Sarah Toghill

All committee members will need to have a DBS check and complete an EY2 form which registers you with Ofsted. We can assist you with this process. To sign up, email: [contact@alphabets.org.uk](mailto:contact@alphabets.org.uk)

**Make a Difference to Your Child’s Preschool Experience**

*The children at Alphabets benefit hugely from the efforts of the Preschool committee.* Most importantly, the preschool requires an active committee to legally operate and provide places for local children. Right now, we are operating with the minimum number of parents required on a preschool committee. We need you!

*Much of what we do on the committee is fun and rewarding.* We work together with the staff at Alphabets to organise events throughout the year. These provide valuable experiences for the children and the community. For example, the Christmas Fair and more recently the Fairy Door Trail. Many of these events raise funds for the preschool which go towards resources that enrich the children’s learning and play.

*Working together we can help our preschool grow and flourish.* The Co-op has recently selected Alphabets as one of their charities to support this year. This could not have happened without the staff and committee working together.

**What Does the Committee do?**

The committee has a broad remit and works with the preschool staff members to provide the children with a safe and secure setting that fosters their learning and development. The staff, led by the preschool manager, take care of day-to-day childcare and learning journeys to ensure all children meet the EYFS criteria. The committee look after the management of the preschool to ensure the setting operates legally. We are responsible for key tasks, such as budget control, staffing, fundraising, legislation, marketing and publicity, setting policies, health and safety, maintenance, purchasing, and general administration of the preschool.

**How Much Commitment is Needed?**

Our constitution states we need a minimum of 5 people on the Alphabets committee to operate, including the 3 officer roles. We can have a maximum of 12 people on the committee and the more of us there are, the less work there is to do. Whilst the officer roles are more involved, less commitment is needed from general members and it is a great way to share your skills or learn new ones. You can determine how much input you have. All we ask is that you attend our half termly meetings (currently on Zoom) and help us with our administration and fundraising efforts.

**Why Volunteer?**

* Meet new people
* Learn new skills
* Share your expertise and experience, time and ideas
* Have a say in how your child’s preschool is run
* Self-development
* Enhance your CV

**What Skills do You Need?**

All sorts of skills are needed to run a preschool effectively. It is a great opportunity for you to learn new skills, to share your experience and expertise, and to get to know other people dedicated to making a difference.

**Becoming a ‘Friend of Alphabets’**

If you would like to help in a non-elected capacity and don’t necessarily want to be a formal committee member, you could become a ‘Friend of Alphabets’. Please contact the Chair or Manager at [contact@alphabets.org.uk](mailto:contact@alphabets.org.uk) to register your interest.