

Urmston Grammar School

Newton Road

Urmston

Manchester M41 5UG

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12 September 2023

Dear Parents and Carers,

PTA Annual General Meeting (AGM)

I hereby give notice of the AGM of the Urmston Grammar PTA, to be held on Tuesday 3rd October 2023 at school, in the conference rooms. The evening will commence at 7.00pm with the PTA Annual General Meeting, followed by the monthly PTA meeting.

The PTA plays a vital part in the school community and all parents, as members of the PTA, 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 children/students at our school.

The AGM is also an opportunity for you to elect the PTA Committee, to represent the association throughout the forthcoming academic year. Nominations should be sent in advance of the AGM, for existing committee members willing to stand for re-election and for anyone wishing to stand as an Officer or Ordinary Committee Member, for the first time.

If you would like any further information about what is involved in being a Committee Member, please do not hesitate to contact us.

Please email pta@urmstongrammar.org.uk by 26th October 2023 to confirm your intention to attend the meeting.

Please also email any nominations for the position of Chair/Secretary/Treasurer/Other Officer/General Committee Member to the above email address.

We look forward to seeing you on 3rd October 2023.

Yours faithfully,

Urmston Grammar PTA