

## Strategic overview 2016-2017

### Friends of Spalding Academy

Area of focus	Action	By whom and by when	Success Criteria
<p>Communication and school links including students, staff and SLT</p>	<ul style="list-style-type: none"> <li>• Literature/Logo/name change/uniform with Spalding Academy.</li> <li>• Open Friends of Meeting for Year 7 parents as part of a recruitment drive.</li> <li>• Appoint Project Managers</li> </ul>	<ul style="list-style-type: none"> <li>• Steve Haselgrove and Rachel Ashby to meet with Laurence Reilly and Sharla Slayvan. Chair and Secretary by end of July to prepare literature etc for the start of September.</li> <li>• Whole group by mid- September of the new academic year. A.G.M. date to be set by Secretary Rachel Ashby. Committee representatives to include a Spalding Academy representative.</li> <li>• Project Managers to be confirmed by the A.G.M.</li> </ul>	<ul style="list-style-type: none"> <li>• New Logo and Literature prepared and Group identity established. All necessary changes made.</li> <li>• New recruits and current committee to be established in roles and a clear line of communication established with the Academy.</li> <li>• Each area will have identified somebody responsible for that area and a clear line of communication. (See foot note)</li> </ul>

	<ul style="list-style-type: none"> <li>• <b>Communication Link with the Governing body</b></li>   <li>• <b>Presentation of aims and updates to students via assemblies</b></li> <li>• <b>Attendance at Student Council meetings</b></li> <li>• <b>Student suggestion box</b></li> <li>• <b>Staff suggestion box</b></li>   <li>• <b>Allocation to Departments/ Faculties for funding requests. This will include nominations for the Talented Student Bursery.</b></li>   <li>• <b>Accompanying trips and visits</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Will Scott/Laurence Reilly/Amanda Halifax</b></li>   <li>• <b>Spalding Academy Representative and Project Manager (Students) by end Sept 2016. Mandy Burly to link up with Amanda Halifax and Nicola Hall Rushden</b></li>   <li>• <b>Spalding Academy Representative Amanda Halifax September 2016</b></li>   <li>• <b>Anyone interested to make themselves known at meeting and must be approved by Will Scott/Laurence Reilly and have an up to date DBS</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>PFA will have a communication link by September 2016.</b></li>   <li>• <b>All four bullet points under 'students' will have been completed and PFA will be mentioned at regular students forums with a representative from student body on PFA</b></li>   <li>• <b>By October meeting requests have been sent by staff bodies</b></li> </ul>
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<p><b>Parent liaison including recruitment and Information Line</b></p>	<ul style="list-style-type: none"> <li>• Update of FOSA web page on school website</li> <li>• Parent questionnaires ( ie Y7 at Christmas. PTA information and questionnaires to be included in student reports?)</li> <li>• Recruitment table at parent evenings and school performances</li> <li>• ‘Question time’ with panel of staff and Governors</li> <li>• Drive to involve EAL parents in FOSA</li> <li>• Translators at recruitment events</li> <li>• Liaise with feeder primary school to engage parents in Y6</li> </ul> <ul style="list-style-type: none"> <li>• Woodland Peace Garden. – Drive to involve students and staff actively in the project.</li> </ul>	<p>School diary and website link by September 2016. To link up with Mark Lawrence and Georgina Cross.</p> <ul style="list-style-type: none"> <li>• Parent/Student Link by Half term October</li> </ul> <ul style="list-style-type: none"> <li>• Sign up to Classlist through PTA UK. To include Fundraising/Parent Messaging/Event Invites and Newsletters.</li> </ul> <ul style="list-style-type: none"> <li>• Recruitment Link by first parents/open evening in 2016/2017 academic year</li> <li>• Staff Link</li> </ul> <ul style="list-style-type: none"> <li>• Staff/student link to meet with new EAL coordinator Sept 2015</li> <li>• Student link to meet with Senior Leader i/c Primary Liaison by end Sept 2016. (Nicola Hall Rushden)</li> <li>• Secretary Rachel Ashby/Spalding Academy Link and Mandy Burley.</li> <li>• Links with Andy Boyton and Inga Maxwell at Springfield to continue.</li> </ul>	<p>Meetings and projects to be on website and in school diary. Meetings to continue to take place every 2<sup>nd</sup> Wednesday of the month. Sub Committee meetings to be set as and when required for specific projects. First meeting of the new academic year set for Wednesday 7<sup>th</sup> of September to secure and confirm objectives and roles.</p> <ul style="list-style-type: none"> <li>• Planting/Fat of the Land Competition/Press Release all achieved by 30<sup>th</sup> September 2016.</li> </ul>
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<p><b>Fund raising and publicity</b></p>	<ul style="list-style-type: none"> <li>• <b>Develop Press liaison</b> <ul style="list-style-type: none"> <li>• <b>Publicity Day-Rotary Club Springfileds</b></li> </ul> </li> <li>• <b>Secretary and Spalding Academy Representative to continue to develop links established with the local community to include: Karen Johnson and South Holland District Council; South Holland Rotary Club; Lincolnshire Community Voluntary Services</b></li> <li>• <b>Liaise with local businesses eg Andy Boyton and Inga Maxwell: Springfields Exhibition Centre.</b></li> <li>• <b>School Lottery/Easyfundraising</b></li> <li>• <b>School Raffle</b></li> <li>• <b>Fundraising activities</b></li> </ul>	<ul style="list-style-type: none"> <li>• <b>Press Link to continue through twitter and Press Releases.</b></li> <li>• <b>Spalding Academy Representative to liase with Secretary Rachel Ashby regarding Press Releases.</b></li> <li>• <b>Spalding Academy Representative following meeting on Wednesday 7<sup>th</sup> September.</b></li> <li>• <b>Promotional event at Springfields October 9<sup>th</sup> with the Rotary Club.</b></li> <li>• <b>Approval to be obtained from Laurence Reilly and Governors to run the scheme through PTA UK.</b></li> <li>• <b>School/Raffle Link</b></li> </ul> <p><b>Fund Raising Link- Fund raising ideas</b></p>	
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		from PTA UK to be included in the GANT chart.	
Strategic and operational administrative	<ul style="list-style-type: none"> <li>• Agree the new strategic plan as a 'working document'.</li> <li>• Appointment of Project Managers</li> <li>• Date for AGM to be set and agreed</li> <li>• Identify areas for funding and build them into strategic plan</li> <li>• Review any necessary Committee documentation to include Policies/ Constitution and Insurance.</li> <li>• Deadlines to be set for next two years</li> </ul>	<ul style="list-style-type: none"> <li>• Whole group by meeting on Wednesday 7<sup>th</sup> September 2016</li> <li>• Whole group by meeting on Wednesday 7<sup>th</sup> September 2016</li> <li>• Whole group by meeting on Wednesday 7<sup>th</sup> September 2016</li> <li>• PFA Secretary</li> <li>• Whole group following meeting on 13<sup>th</sup> of July formulated by Chair and Secretary. To be in operation by September 2016</li> <li>• Whole group and School Link by end of this academic year.</li> <li>• Steve Haselgrove and Rachel Ashby to create GANTT chart following meeting on Wednesday 7<sup>th</sup> of September OR anyone interested in creating this.</li> </ul>	<ul style="list-style-type: none"> <li>• Plan to have been either agreed or a date for ratification agreed after whole group consultation</li> <li>• The following areas to have appointees, along with additional one if agreed.</li> </ul>
Foot notes	<ul style="list-style-type: none"> <li>• Project Managers</li> </ul>	<ul style="list-style-type: none"> <li>• Spalding Academy Representative – Amanda Halifax</li> <li>• Bourne Academy Link- Amanda Halifax</li> <li>• Student Link - Mandy Burley</li> <li>• Catering Link - Antony Bursey</li> <li>• Prizes/gifts and Raffle prizes Link - Antony Bursey</li> </ul>	

		<ul style="list-style-type: none"><li>• <b>Advertising and Publicity Amanda Halifax/Rachel Ashby</b></li><li>• <b>Parent Link – Jo Craig, John Yewman</b></li><li>• <b>Recruitment – Amanda Halifax</b></li><li>• <b>School diary and website Link Amanda Halifax/Rachel Ashby</b></li><li>• <b>Press Link – Amanda Halifax/Rachel Ashby</b></li><li>• <b>Community Link – Rachel Ashby/Amanda Halifax</b></li><li>• <b>Fund raising – Rachel Ashby/Amanda Halifax</b></li><li>• <b>Woodland Peace Garden – Rachel Ashby</b></li></ul>
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