



THE BRITISH SCHOOL
OF TASHKENT
A NORD ANGLIA EDUCATION SCHOOL

*Parent
Teacher Friends
Association*





Purpose of the PTFA

Dear Parents,

Welcome to The British School of Tashkent, your child's "Home away from Home". We would like to invite all parents, teachers and friends to join the PTFA and attend our meetings regularly. We would like to form even better relationships with parents, teachers and friends through this organisation, that will help enrich the whole educational experience of our children and hope to do the same for you.

The plan is to have at least 4 PTFA General Membership meetings during the 2020/2021 Academic Year. Dates for these meetings will be communicated well in advance and will be held on Saturday mornings, so parents who work may also attend.

The Main Purpose of BST's PTFA will be to:

- Serve as a bridge between parents, friends, staff and the BST community.
- Facilitate communication between parents, friends, staff and the Principal.
- Welcome new families.
- As a PTFA, provide structure and leadership to our school community.
- Promote the welfare of our students within the home, school and community.
- Engaging in activities or providing facilities or equipment which support BST and advance the education of the pupils.
- Sponsoring programs of interest to the students, parents, friends and teachers of BST that continue to develop the school.
- Help with securing adequate child protection and safeguarding laws for the care and protection of all our students.
- Establish closer relationships between the home and school so that parents, friends and teachers may cooperate intelligently in the education of all our students.
- Develop united efforts between teachers, friends and parents to ensure all students are given the highest advantage in physical, mental and social education.



Parent and friend's involvement link the school, home and community together. Any volunteer time you give will directly benefit children when carrying forth PTFA Objectives, which are:

- Make all students feel important, special, capable, and part of the community.
- Increase parent and friend participation.
- Assist and support the school staff by working in cooperation with them to bring together home, school and community.
- Support staff to plan programs and activities to meet the needs of our students and the community.
- To help raise funds that might be necessary for the PTFA's yearly planned activities.

Remember... "parent and friends involvement increases student success". Hope to see you at our meetings and events.

- 1 **PTFA will help create** a school that helps to raise our students and strengthen our community.
- 2 **PTFA will help to link families** to important school and community information.
- 3 **PTFA will help with the hosting** of fun, educational clubs, programs and events for our families.
- 4 **PTFA can help with the raising** of money to support the specific needs of our school.
- 5 **PTFA will engage** in school and digital safety initiatives.
- 6 **PTFA will help to offer** students the opportunity to explore the arts and develop critical thinking, teamwork and creativity skills.
- 7 **PTFA will help to inspire** a love of reading and enhances students' book and literary options.
- 8 **PTFA will help to encourage** healthy lifestyles and food choices for every family.
- 9 **PTFA will help to track** local and national policies every day so we can advocate for what's best for our students, families and school.
- 10 **PTFA will help us to achieve our goal in believing** we can make every student's potential a reality ...



Suggested PTFA Board Positions and Descriptions

CHAIR

- Preside at all meetings of the PTFA.
- Coordinate the committees of the PTFA.
- Represents the PTFA at functions and acts as a spokesperson for the PTFA.
- Communicate with the principal on all PTFA events.
- Oversee events chaired by other PTFA members.

VICE CHAIR

- Act as a parent liaison.
- Coordinate volunteers for various events throughout the school year.
- Assist in overseeing PTFA events as needed.
- Assume duties in the absence of the Chair

SECRETARY

- Keep an accurate record of the minutes of all meetings
- Conduct the correspondence delegated to him/her.
- Conduct any written correspondence between the PTFA and the community as needed.

TREASURER

- Collect and distribute funds.
- To maintain records of the collection and distribution of funds.
- To regularly prepare accounts and to present financial reports to the committee.
- To manage and report on specific fund-raising events.



Sub-Committees

HEALTH AND WELLNESS

- Help create healthy as well as fun activities for the students and families.
- Share any literature or information on health, fitness, and nutrition that families and students might benefit from.
- Try to promote healthy habits on a continuous basis for the students.

COMMUNICATIONS

- Prepares and distributes main communication for the PTFA eg, Promotes PTFA activities and events and administers social media in liaison with the Director of Admissions and Marketing and the Marketing and Communications team.

EDUCATION

- Meet with Principal and Heads of Primary/Secondary or Phase Leaders regarding Curriculum Matters.
- Promote awareness and programmes concerning educational issues.
- Keep members abreast of any educational issues or projects.

STAFF WELFARE

- Organises events to appreciate staff.
- Provides a bridge of understanding, support and guidance between the staff, parents and friends.
- Honours staffs' efforts and achievements.

BST PTFA Social Media Policy

This policy explains how our association uses social media. It is available to view at school on the PTFA notice board and on the PTFA section of the British School of Tashkent' website. This policy applies to all members of our association, that is, all parents/carers of children attending the British School of Tashkent.

Details of the social media used by our association

The British School of Tashkent's PTFA only uses PTFA Facebook, PTFA Instagram and the PTFA section of the British School of Tashkent's website.

Access to the social media used by our association

The PTFA Facebook and Instagram presence are closed page. This means they can only be accessed by a Facebook or Instagram user with permission being given by the PTFA administrators, as appointed by the school. These pages only accept postings from Facebook/Instagram users already given permission by the Facebook/Instagram administrators.

The PTFA section of the school website will continue to be used for sharing documents and information. This will continue to be a reference point only, with no forum for comment.

Permitted members

The Facebook group and Instagram page of the British School of Tashkent's PTFA is only intended for members of the association, in this case, the parents, teachers and friends of the British School of Tashkent.

The PTFA does not want to encourage inappropriate use of social media by children. Application to join our Facebook group and Instagram page will not be accepted by anyone aged less than 18 years.

How this is used by our association

The British School of Tashkent's PTFA uses its Facebook group and Instagram page exclusively for the running of the association. It is used to communicate with members, promote events or elements of events, to recruit volunteers to support PTFA activities, thank local supporters and canvass members' views.

Usage that is not permitted

The Facebook group and Instagram page of the PTFA does not allow any personal correspondence between members. It is not intended for discussing any aspect of the school other than the PTFA and its activities and should not be used to promote any business other than where this is done for the benefit of the PTFA and with its permission. Inappropriate posts, intentionally derogatory comments, can and will be removed by the administrators and the PTFA retains the right to ban any user who continues to make inappropriate use of the group/page.

Photographs

The Facebook group and Instagram page of the PTFA only allows members to post photographs taken at events. It is explicitly assumed that anyone posting a photograph will own the rights to the image and will have the permission of anyone featured to do so. The PTFA accepts no responsibility regarding ownership or permissions for any photographs posted by members of the group. Only page administrators, as appointed by the school can tag photographs. Photographs will be removed by PTFA administrators if felt to be inappropriate, or if requested to do so by someone featured in a photo.

Application of this policy

By using the Facebook group or Instagram page of the PTFA you are accepting the terms of this policy if you do not agree with any of the terms, please remove yourself as a member of the group.

Availability of this policy

This policy is publicly available through the website of the British School of Tashkent and is referenced as part of the terms stated on our Facebook Group and Instagram pages.



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