



Great Gaddesden C of E (VA) Primary School

'Treat others exactly as you would like to be treated' (Luke 6:31)

Headteacher: Mr M. Beach
Church Meadow
Great Gaddesden
Herts
HP1 3BT

Tel: 01442 255734

Email: admin@greatgaddesden.herts.sch.uk

8th October 2025

Dear Parents/Carers,

RE: FOGGS Annual General Meeting & Support this Academic Year

I am writing to share with you the upcoming Friends of Great Gaddesden School (FOGGS) Annual General Meeting (AGM) which is due to take place on **14th October at 7:30pm (via Teams)**.

Link for meeting: [FOGGS 25-26 AGM](#)

We hope that the meeting being in the evening and online will enable more parents/carers to be able to join us.

In this meeting, we will be discussing fundraising events for the year ahead and voting in key roles to keep FOGGS running. As you may be aware, over the last year, Mrs Sarah Pugh has very kindly volunteered to Chair FOGGs (in addition to being our Chair of Governors). Therefore, so you are aware ahead of the meeting, we are ideally looking for another parent to take on the role of Chairing FOGGS. This could be a Co-Chair arrangement whereby two parents could split the role and responsibilities. For more information about the role and key responsibilities, please see further down in the letter.*

We are also looking to grow the committee and by taking part, you will be able to share ideas for events, assist in organising them, be creative and have a say over how funds raised are allocated. It is important to note that whilst we need volunteers for each event, we also need committee members that will take an active role in preparing for and organising events with the support of the Chair.

FOGGS provide a huge amount of support to the school and with the national financial challenges all schools are facing, we are increasingly reliant on the additional support from FOGGS to support us to provide the best possible experiences and environment for our children.

As well as providing fun and exciting events such as the three discos last year, all funds raised have enabled FOGGS to enable us to provide so much within our school.

Here are just some of the things FOGGS have supported over the last year:

- Funding the coach to the Pantomime
- Snacks for the Movie Afternoon
- Ice lollies for all children at Sports Day
- Funding the transport for Year 6's leavers trip to Chessington World of Adventures
- Funding the Interactive White Board move in and cloakroom storage in Year 3&4
- Contributing towards a large table and chairs for the Library

Very recently, FOGGS have ordered some new benches for the playground for all children to enjoy at break or lunchtime.

It is important to note that without sufficient support, FOGGS will not be able to run as many events this year and it would be disappointing if we could not provide fun events for the children and school community. From attending all events last year myself, I know how much the children really enjoyed themselves.

I look forward to hopefully seeing you at the upcoming meeting and thank you in advance for supporting FOGGS to continue to be a success.

Yours sincerely,



Mr M. Beach- Headteacher (on behalf of FOGGS)

*

Chair of FOGGS

Overview of Role & Responsibilities:

- Liaising with the Headteacher/school about upcoming events.
- Organising additional volunteers for specific events
- Sharing with the Headteacher local events and ideas to support the school community eg. Christmas Cards, Rotary Shoe Box Appeal etc
- Working with the Headteacher to risk assess events and ensure children, staff and volunteers are kept safe at all times
- Actively listening to the schools needs in terms of fund raising support priority areas and conducting votes amongst FOGGS committee reps.
- Liaising with the Friends of Great Gaddesden Church (FOGGC) to organise collaborative events
- Take the lead in organising all events and ensuring
- Work with the support of the treasurer to demonstrate clear and transparent records for income and expenditure/accounting for all monies.
- Liaise with the school office in regards to setting up events via Arbor, communicating events to the school community etc
- Leading FOGGS meetings

Any further queries about the role, please reach out to Mrs Sarah Pugh either directly or via the school office.