

## What is a Class Coordinator?

### Role of Class Coordinator

As Class Coordinator you are the **main point of contact** between the P&C and the parents in your class.

We ask coordinators to:

- Forward all **P&C emails** to the parents in your class
- Coordinate the **end of year gift** for your class teacher/s. As a guide, families are usually asked to make a (voluntary) contribution of \$5-10 each (per teacher) towards a class gift.
- Coordinate the **post-assembly morning tea** for your room's assembly (1 x per year), guided by your class teacher.

You may also like to:

- Start a **WhatsApp group** for your class
- Organise regular **park dates/get togethers** for your class. Popular local parks include Lake Jualbup in Shenton Park, J.H. Abrahams Reserve in Crawley, Russel Brown Adventure Park in Mosman Park and Jo Wheatley Playground in Dalkeith.
- Organise a **'stay and play'** in the school playground on the last day of term. This could include a bring-and-share style of picnic.

### Coordination of Fundraising event

We also ask for your help in **organising one P&C Fundraising event** per year (see table below). These events are always a lot of fun and provide a great opportunity to get to know the parents in your year group.

#### *Fundraising Events:*

<b>Year Group</b>	<b>Social and Fundraising Activity</b>	<b>Term/Date</b>
PP	Athletics Carnival Café	Term 3
1	Swimming Carnival Café	Term 1
2	Quiz Night	Term 3
3	Disco	Term 4
4	Movie Night	Term 4
5	Graduation (and Easter Raffle)	Term 4
6	Lapathon	Term 2

You will be guided and assisted by our Fundraising Coordinator. Prior to the event you will be contacted by the Coordinator with more information and suggestions on how to get the ball rolling.

*Fundraising Coordinator email:* [nedlandspsfundraising@gmail.com](mailto:nedlandspsfundraising@gmail.com)

For other information please contact [nedlandspca@gmail.com](mailto:nedlandspca@gmail.com)