



TRINITY  
GRAMMAR  
SCHOOL, KEW



# Parents' Association

## Information Handbook

## Welcome

The Parents' Association (PA) is the School's official parent group, and provides an umbrella organisation and structure for all of the sub-committees that make up the group.

We enjoy and look forward to the involvement of parents to support the activities of the PA. Our role is to provide an organisation for parents and guardians of current students that can support improvements to, and maintenance of School facilities; promote the interests and welfare of the School and its students; enable communication on a range of topics related to supporting the School; and to organise activities, functions and programs that provide and encourage support for the School and its students. We fundraise for these purposes, and our work is devoted solely towards these purposes. The PA is governed by the Rules of Association, and the Associations Incorporation Reform Act 2012. Our meeting agendas and minutes are available on *Trinity Connect* to all Parents.

## Structure

The PA Committee comprises the Executive (President, Vice President, Secretary and Treasurer) and ordinary Committee Members. All parents are automatically members of the PA, and any parent may nominate to join the Committee, or nominate for a role on the Executive. Nominations are made prior to the AGM held in March and confirmed at the AGM. Full details of the process for nominating are on *Trinity Connect*. We encourage and look forward to new parents joining the PA Committee or Executive.

## Committee

The Committee meets most months and receives reports from the PA sub-committees. These reports provide details of the activities undertaken, events, highlights and any financial information. The Committee also receives, twice a year, formal applications for funding from the subgroups and areas of the School seeking additional funding. All requests must demonstrate how the boys benefit from the funding. Recent examples of funds deployed by PA include outdoor furniture, teaching resources, performing arts resources and sporting equipment.

The PA has a range of sub-committees that support specific activities of school life. These include:

- Class Representatives
- Communications
- Green and Gold Ball Committee
- Oaks Day Lunch Committee
- Founders' Day Fair
- Friends of Visual Art
- Friends of Music
- Friends of Drama
- Trinity Kayaking Supporters
- Friends of Harambee
- Trinity Uniform Shop
- Secondhand Books
- Cowey Club - Rowing
- Friends of F1 in Schools
- Friends of Snowsports
- Trinity TLC Community Support Group

The PA is supported by the School's Community Relations Office who assist with organising events, distributing information and arranging meetings.

## **School Council**

The PA nominates a member of its Committee to the School Council every two years, during the AGM. The PA Nominee to School Council provides a formal link between the activities of the PA and the Council.

## **Class Representatives**

Class Representatives are a key part of the PA, and provide a great way to become involved. Class Representatives plan and carry out social activities for their year level, and provide a conduit of information between, and connection to, the PA and all other parents. The Class Rep role involves organising events and participating in Class Rep meetings once a term. The Class Rep Handbook provides more detail regarding the role, or the Community Relations Office can also provide more information.

## **Sub-committees**

Our sub-committees provide valuable support to school programs, and are a great way to become involved in the area/s of your son's interests. The sub-committees meet a few times each year and the work involved is usually focused on one to two events making this an easy way to get involved. To join any sub-committee, or to find out more information, please contact the Community Relations Office.

## **Founders' Day Fair Committee**

The Founders' Day Fair is a major community, social and fundraising event in the School's calendar. All funds raised go towards supporting a variety of projects to enhance the boys' educational opportunities and facilities at the School.

The Committee provides assistance with Fair planning and general organisation, coordination of stalls, rosters, set up and/or pack down.

Meetings are usually the first Monday of every month during school term for one hour.

## **Green and Gold Committee**

Our Green and Gold Committee assists with the organisation of the Green and Gold Ball, held in Term 2, which is a highlight in the School's social calendar. It is Trinity's night of nights with great food, a fantastic venue and entertainment.

## **Oaks Day Lunch Committee**

A Trinity tradition, our annual Oaks Day Lunch, held in Term 4, is always popular, and is an opportunity to meet and catch up with friends, old and new.

The Committee assists with securing a venue, menu selection and pricing, as well as theming, organising entertainment, and minor fundraising.

## **Friends of Visual Art**

Friends of Art Friends of Art (FOVAT) is a collective of parents who share an interest in the visual arts, and who are passionate about helping develop and support projects that benefit the Trinity art faculty. We are actively seeking new members to participate in a wide range of new and exciting initiatives.

## **Friends of Music**

Friends of Music (TFOM) was established in 1998 to enable friends and family to participate in the activities and events of the Trinity Music program. The activities run by TFOM also provide financial support for events, equipment and the purchase of new instruments.

## **Friends of Drama at Trinity**

Friends of Drama (FODAT) supports the School's Drama Department by assisting with the organisation of the Middle School and Senior School plays, including the Trinity-Ruyton musical. FODAT assists with costuming, makeup and hair, prop and set construction, ticket sales, and front-of-house hospitality.

## **Trinity Kayaking Supporters**

Trinity Kayaking Supporters (TKS) are parents and friends of the School actively assisting the kayaking program.

TKS supports Trinity boys to participate and compete in a range of regattas, including inter-school and state championships, the Massive Murray Paddle and Ben Ward Memorial Classic. TKS also coordinates social events and fundraisers for new boats and equipment to enhance the Trinity fleet and contributes to the proud tradition of kayaking at Trinity. Members of the TKS sub-group Trinity All Star Kayakers (TASK) actively enjoy kayaking themselves, following their son's sporting passion in a friendly and supportive environment.

## **Friends of Harambee**

Friends of Harambee is a group providing support to students and staff participating in the School's outreach ministry programs. We welcome all members of the Trinity community to join our Harambee committee, which meets six times a year to organise Harambee events.

Harambee also provides opportunities to learn about the situations and experiences of a diverse range of individuals and communities less fortunate than our own. The purpose of our Harambee outreach programs is to teach our own community that they can make a tangible difference in the world and the lives of the less fortunate.

Friends of Harambee work alongside our students and staff through ministries such as Good Grub, Homework Club, and the Indigenous and East Africa immersion tours.

## **Trinity Uniform Swap Shop**

The Trinity Uniform Swap Shop sells secondhand uniforms at a reduced price. Working on a roster basis, parents can nominate a day and time that suits them to help with pricing clothing and provide sales assistance on a Thursday afternoon (usually fortnightly) and occasionally some Saturdays.

## **Secondhand Books**

The secondhand book sale is run each year in Term 4 and gives parents the opportunity to sell or purchase used books for their sons for the following year at reduced prices. Duties include sorting, pricing and sales.

## **Friends of Snowsports**

FOSS has been set up to provide parent support to the Snowsports programs that are run by the School.

Along with the school camps for Snowsports, FOSS also supports the participation of Trinity teams at the Victorian Interschools Snowsport Championships and the associated Victorian Interschools Cross-Country Championships, both of which are held at Mt Buller.

FOSS aims to support the boys who are competing, and their families, by hosting information evenings, helping source accommodation on mountain, providing team managers for the races and organising team dinners.

## **Friends of F1 in Schools**

Friends of F1 in Schools is a group that supports the Trinity teams entering the F1 in Schools Competitions.

The friends of F1 in Schools support the Trinity boys competing in a number of ways including accompanying teams to National and World finals that are linked to F1 races around the world; providing assistance with funding and sponsorship; and providing essential communications for the families and boys.

It's a great way to get to know the other parents whose sons are involved in F1 in Schools and in the wider F1 community.

## Cowey Club

The Cowey Club supports TGS Rowing throughout each season by organising the Rowing Information Night, Cocktail Party and end-of-season dinners for parents, friends and coaching staff and provides brunch for the boys following Saturday training sessions and races. The committee also coordinates the Annual Blessing of the Fleet and the new boat christenings, and hosts The Cowey Cup which is a Head to Head Race involving crews of parents, friends and teachers, held annually at the Trinity Regatta. The Cowey Club encourages parents to get involved on the water and the banks.

## Trinity TLC Community Support Group

Trinity TLC Community Support Group will coordinate the supply of meals and lunchbox items that can be delivered to families in our community in challenging times such as illness, hospitalisation, COVID-19 related difficulties or bereavements.

Our role is to coordinate a roster of volunteers who are willing to prepare delicious food to fill the school freezer. When a little TLC is needed, the food is then distributed by the TGS Leadership Team, ensuring discretion and confidentiality.

## Policies

Our volunteers are required by law to have a Working With Children Check, and to follow the School's Child Safety Code of Conduct for Volunteers. We are also bound by the School's Privacy Policy. This information is located in the Volunteer section of *Trinity Connect*.

## Further Information and contacts

Please feel free to contact the Community Relations Office on 9851 9558 or via email to [HUDSONHOUSE@TRINITY.VIC.EDU.AU](mailto:HUDSONHOUSE@TRINITY.VIC.EDU.AU) if you would like to understand more about the PA and how you might get involved. We welcome all interest.



TRINITY GRAMMAR SCHOOL, KEW

40 Charles Street, Kew VIC 3101

+61 3 9854 3600 | [pa@trinity.vic.edu.au](mailto:pa@trinity.vic.edu.au) | [trinity.vic.edu.au](http://trinity.vic.edu.au)