

Engage Weekly Update – 27th September 2021

PARENT COUNCIL RETURNS AND FINANCE

All Parent Council Chairs have been contacted informing them that we are unable to process financial payments unless we hold the information outlined below.

Each individual Parent Council has been advised of: [What We Do and What We Do Not Hold](#). Your Parent Council may ask for support in this so If you are able to assist your Parent Council with any missing documentation this would be appreciated.

Headteachers and Parent Councils can make direct contact on this matter by using the following email address: Education and Learning Parental Involvement EducationandLearningParentalInvolvement@dumgal.gov.uk

Message to Parent Councils with two attachments

Dear Parent Council Chair

Financial support will now be managed through the email address above. This year is later than normal as this task has moved to a new team - we apologise for the delay. This is being undertaken in two steps

STEP 1: Statutory Information we require from you

STEP 2: Allocation of funds for 2021-22

STEP 1:

Statutory Information we are required to hold from you

1. Constitution (current version)
2. Members of Parent Council (annual return)
3. AGM minutes (annual return) last year

Please ensure that you share any updated information in these three areas as soon as possible for 2021-22. *We require to hold these to progress any financial support*

Financial Statutory Information we are required to hold from you

Please complete the attached [End of Year Statement](#) for session 2020-21

Please return your statement to Education and Learning Parental Involvement EducationandLearningParentalInvolvement@dumgal.gov.uk

Once we receive this information, we will move to **STEP 2** and make your allocation for 2021-22

Vanessa Morris

Support Officer, Curriculum and Quality Improvement Team

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