How to register and purchase

To register:
In the top left of the website is the register button, click here and complete your details. If you are using a mobile device, please use the three lines in the top left to access the menu.

Purchasing:
Add your items to the basket and proceed to checkout.
You can purchase items for multiple children in one transaction; you just need to complete their individual details at checkout, this means you can order a Reception and Year 3 Disco at the same time.

All Event tickets will only be available through this website.

PTA-Events uses Stripe. You do not need to register for a Stripe account as it can act as a credit/debit card checkout. There is a transaction fee. The price of our tickets and other purchases have been increased to include our fees.

You will receive a confirmation e-mail confirming your purchase.

How secure is the platform?

PTA-Events Ltd take security of data very seriously. They are registered with the ICO (Information Commissioner's Office). The website is secured using SSL technology which allows sensitive information to be transmitted securely. Stripe also use SSL to secure the connection between the client's browser and their website when paying for purchases. PTA-Events also use Cloudflare Web Application Firewall (WAF) to further enhance their security.

Are PTA-Events GDPR compliant?

Quite simply, YES. Some simple parts to the site are:

• **Right To data portability** Under Article 20 of the GDPR you have the right to data portability.

• **Right To erasure** Under Article 17 of the GDPR You have the right to have your personal data erased.

• **Date To be forgotten** You will be able to enter the date that you no longer need to interact with the PTA.

• **Terms and conditions/privacy policy** To enter into a contract, you must agree to the terms and conditions and the privacy policy during the registration process.
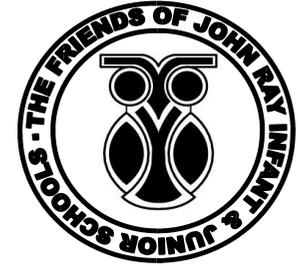
Please get in touch, if you have any questions regarding privacy.

Who can see information entered in PTA-Events?

Only PTA Committee Officers (Chairperson, Secretary and Treasurer) are authorised to access the admin section of the PTA-Events platform. The information will only be used for the purposes that you intended when entering it, for example if you have purchased a disco ticket, we will not contact you about any other event. However on occasions it will be necessary to pass certain information on to other Committee members. Reasons include, but are not limited to, distributing purchases to classes/children, confirming event attendance or ensuring our First Aider is aware of any medical conditions.

I have questions that have not been answered!

If you have any questions regarding the PTA-Events site, you can e-mail us at pta.secretary.friendsofjohnray@gmail.com .

A not-so-brief guide to

PTA Events

The Friends of John Ray Infant and Junior Schools bring together families, staff and pupils to support our fantastic schools!

What is PTA-Events?

PTA-Events is a FREE communication platform used by more than 1200 PTAs, charities and organisations. PTA-Events will help engage our parental community with a website designed to make life easier for our organisation, school office and parents.

What advantage is PTA-Events?

As a parent, you will be able to see what the PTA are up to, purchase any fundraising items we offer and volunteer for tasks. We will also share copies of our letters and meeting minutes, details of companies that have donated to us and lots more.

By using PTA-Events, we can take online payments for our events via Stripe. This means there will be no physical movie or disco tickets issued; instead we can produce a list of all the children that are booked on to an event to confirm attendance. It also allows the PTA to be environmentally friendly as we can now make our events almost paperless.

The Schools will continue to send information electronically and update our Facebook page (facebook.com/thefriendsofjriandjrj), but the PTA-Events site allows us to do so much more.

How do I start to use the PTA-Events site?

We are including as much detail as possible, so you can see how informative and useful this site will be. It will be updated whenever we arrange new events, are selling fundraising items or have any news.

Only parents and Carers can view our page for information, but in order to pay for anything you will need to register an account. Registering also means you can opt to receive a PTA newsletter, which would be sent once a term. Please see the How to Register and Purchase section for more information.

We recommend that you first familiarise yourself with all the sections in the **about us** menu. Here is a brief rundown of what each subsection contains:

• **News** This is where we post upcoming news and information.

• **FAQ** Here you'll find a few basic questions you may have about PTA-Events platform. You can contact us if there is something that isn't covered.

• **Committee** This is us! You can see our Committee Members who have agreed to share their details. If you see us at school you can say hello and have a chat, we are a friendly bunch!

• **Meeting Minutes** Here you find copies of our minutes from meetings that we have held. Our meetings are open to everyone, so you are all welcome to view the minutes or come along to the next meeting.

• **Documents** This contains any useful information that we have issued. It will also be here that we put copies of our letters that are sent out by the school electronically.

• **Partners** Here we will add details of companies that have given us donations or sponsorship of events. Occasionally these companies will offer a code which will either offer a discount or give the PTA a donation based on your transaction.

• **Volunteers** This is where you will see requests for volunteers for those times when we need some extra help.

Next check out all the sections in the **shop** menu. Here is a brief rundown of what each subsection contains:

• **Events And Tickets** Here you will see our upcoming events and ticket options that we have available. Sometimes these will include additional items that you will be able to purchase ahead of the event.

• **Merchandise** This is the section where we will list items that you can purchase for fundraising purposes.