



PTA Constitution



Aims:

The object of the Association is to advance the education of pupils in the school. To achieve this aim the Association will:

Raise funds to help the school provide extra resources for pupils.

Run social events for parents and children; providing an opportunity for people to meet and get to know each other and have fun.

Provide support for school trips and outings and other special events.

Membership

In our Parent-Teacher Association members are limited to parents, carers and guardians of pupils at the school plus the teaching and non-teaching staff currently employed by the school.

See Appendix 1: List of current members

New members will be given the opportunity to join the PTA on an annual basis.

Committee

A committee is a team of volunteers who are elected to manage the association on behalf of the members.

There are two types of committee member, Officer and Ordinary (or Other) member.

Management of the Association shall be vested in a Committee consisting of the following Officers: Chairperson, Treasurer and Secretary, together with the other Committee members.

Ordinary Committee Members play a vital role working alongside and supporting the Officers.

All committee members have equal voting rights, with the exception of the Chair, who has an additional casting vote, should this be needed.

Five members of the Committee shall constitute a quorum.

The size of the committee may vary from year-to-year.

Funds of the Association shall not be spent otherwise than in accordance with a budget agreed by the Committee or when a written quotation has been seen and accepted by the Committee.

Members are nominated for specific roles. If more than one member is nominated for a specific role then a secret ballot will take place.

Nominations shall be proposed and seconded by members and should have the consent of the nominee.

Any matter not provided for in the Constitution and concerning the organisation and activities of the Association shall be dealt with by the Committee, whose decision shall be final.

Roles And Responsibilities Of Members/Code Of Conduct

It is the responsibility of members to:

Involve themselves actively in the work of the PTA and accept a fair share of responsibilities.

Attend meetings regularly

Strive to operate as a team in which constructive working relationships are actively promoted.

Observe complete confidentiality when asked to do so, especially in relation to staff, pupils and parents.

Express their views openly within meetings.

Only speak on behalf of the PTA when they have been specifically authorized to do so.

Ensure that they are aware of Child Protection procedures and practices within the school.

Maintain and develop the ethos and reputation of the school. Their actions within the school community should reflect this.

Participate in any relevant training to further their individual interests within the PTA and the work of the Association as a whole.

The Principal will inform the Board Of Governors of any PTA activities, etc., as part of the Principal's Report at BoG meetings and annually at the end of each academic year.

Constitution adopted on 10th November, 2010.