

# Pilgrims Parents

## **Our Constitution**

18<sup>th</sup> April 2012

## **1. Name**

- The name of the association is Pilgrims Parents.

## **2. Aims**

- To encourage and develop strong, effective relationships amongst the parents and school community.
- To support the school in the advancement of the educational experience of pupils through engaging in activities or providing facilities / equipment.
- And to enjoy ourselves in the process!

## **3. Membership**

Members of Pilgrims Parents are:

- All parents, guardians or carers of any pupil currently attending the school
- A representative of the school

A management committee will then be elected at an AGM at which all parents will be invited to attend and vote.

## **4. Management**

- The management of Pilgrims Parents will rest with the committee.
- Members of the committee are elected at the AGM and will serve for a period of one year and shall be eligible for re-election at the end of that period.
- Officers of the committee include Chair, Vice-chair (if required by the Chair), Secretary and Treasurer (nominated and seconded by committee members).
- A team of class reps will be drawn from volunteer parents throughout the school (one per class) and called upon according to an agreed 'role description' as necessary.

## **5. Meetings**

- An AGM will be held at least annually.
- A General Meeting will be held termly, to which all members will be invited. Attendance will be mandatory for the committee, the class reps and a representative of the school management team.
- Monthly committee meetings will be held at which all committee members will be expected to be present.
- Decisions will be made by a simple majority of the votes cast at a meeting, where each committee member has one vote. The chairman will carry a casting vote if required.
- All meetings must be minuted and available to any member of the school community.
- All committee members shall be given at least seven days' notice of a meeting unless it is deemed an emergency meeting.

## **6. Finance**

- Any money obtained by the association shall be used only for the association.
- Any bank accounts opened for the association shall be in the name of the association.
- The committee will ensure that the group stays within the budget.
- Annual accounts will be available at the AGM and will be reviewed each year by a qualified accountant.

## **7. Amendments**

- Proposals for amendments to this constitution, or dissolution must be delivered to the secretary in writing. The secretary, in conjunction with all other officers, will then decide on the date of a forum meeting to discuss such proposals, giving at least four weeks clear notice.
- Any changes to this constitution must be agreed by at least two thirds of those members present and voting at any general meeting.
- No amendment is valid if it would make a fundamental change to the aims.

## **8. Dissolution**

- The group may be wound up at any time if agreed by two thirds of those members present and voting at any general meeting.
- Any net assets shall be given to the school for the benefit of pupils. In the event of the school closing, any remaining funds could be distributed to a neighbouring school or schools as selected by the committee.