



Maiden Erlegh School Parents' Association CONSTITUTION 2018

1. The Association shall be known as the Maiden Erlegh School Parents' Association (*formerly Maiden Erlegh School Parent Teacher Association*).

2. The objects of the Association are to advance the education of the pupils by providing and assisting in the provision of facilities for education not normally provided by public funds and to assist in making provisions beyond that which can be made from public funds.

In furtherance of these objects, the Association may also

- a. Foster more extended relationships between staff, parents and other associations with the School
- b. Engage in activities which support the School and advance the education of the pupils.

3. Membership of the Association shall be automatic for parents/guardians of children on the School roll and members of staff. The Committee may co-opt to membership of the Association any other person considered to be a 'Friend' of Maiden Erlegh School. Such co-options shall be reported to the next Annual General Meeting of the Association.

4. The Association shall be non-political, non-sectarian and shall be self-supporting.

5. The Association shall operate through a Committee controlling and generally co-ordinating the working of the Association.

6. The Committee shall consist of:

The President (the Headteacher)

The Chairman

The Vice Chairman

The Honorary Secretary The Honorary Treasurer

The Committee shall not have more than 16 members. A meeting at which six or more members, including the Chairman or the Vice-Chairman, are present shall be quorate.

The Committee shall include in its membership representative of sub-committees constituted under clause 8.

The Committee may designate further representatives from time to time for purposes consistent with the objects of the Association. Representatives so designated for the time are listed in Annexe 2.

7. The office of the President of the Association is not subject to election and may be represented at meetings by a Deputy. The other Officers of the Association shall be elected at the Annual General Meeting. Representatives may be identified by election, by co-option to the Committee or by appointment of an existing member of the Committee.

Where the Committee establishes that one or more vacancies for ordinary membership of the Committee have occurred, membership may be conferred by election or by co-option.

Candidates for election must be nominated and seconded by members of the Association. Where there is more than one candidate for any office a ballot may be conducted by a show of hands for which candidates shall leave the room.

If the outcome of the ballot by a show of hands is inconclusive, the ballot shall be conducted by the retiring officers by each person present writing the name of their preferred candidate on a blank piece of paper, and the votes so cast being counted to establish which candidate has the most votes. No proxy votes will be allowed.

8. The Committee shall have the power to co-opt any person whose service it considers would be valuable for special purposes; and may appoint such sub-committees as may be considered desirable to carry out the programme and work of the Association.

The sub-committees so appointed for the time being are listed in Annexe 1.

The sub-committee representatives to serve on the main Committee shall be nominated by the members of the sub-committee within 30 days of the Annual General Meeting.

9. The Annual General Meeting at which the four officers shall be elected shall be held during the month of September/October.

The Sub-Committee representatives to serve on the main Committee shall be elected or co-opted within 30 days of the Annual General Meeting.

10. No alteration to, amendment of or addition to these rules shall be made except either at the Annual General Meeting or at an Extraordinary General Meeting called for

the purpose, and no alteration to, amendment of or addition to the rules shall be made that would cause the Association to be established for charitable purposes only.

11. An Extraordinary General Meeting may be called either by the President, or by the Chairman, or by a petition signed by half of the members for the time being of the Committee or by a petition signed by 50 ordinary members of the Association.

12. Any asset remaining on the dissolution of the Association, after satisfying any debts and liabilities shall not be distributed amongst the members of the Association but will be given to the School for the benefit of the pupils of the School in any manner which is exclusively charitable in law.

Annexe 1 — Sub-committees established under clause 8 Decorating School Events.

Annexe 2 — Special Interest Representatives on the Committee None at present.

Annexe 3 - Title Change Under Clause 1 agreed on Thursday 27th September 2018.
The association would be called hereafter "Maiden Erlegh School Parents Association".

Annexe 4 - Friends' definition under Clause 3 agreed on Thursday 27th September 2018.

Friends' Definition: The definition of Friends is extended to any parents/ Grand Parents of former students of Maiden Erlegh School.