

1. Name

The name of the Association (hereinafter called "The Association" is the "St. Edward's (Romford) Church of England Primary School Parent-Teacher Association".

2. Objects

The objects of the Association are to advance the education of the pupils of the school by providing and assisting in the provision of facilities for education at the school; and to

- a) foster more extended relationships between the staff, parents and others associated with the school;
- b) engage in activities which support the school and promote the welfare of the pupils attending it;
- c) obtain, collect and receive funds by any lawful method provided that the Association shall not enter into any trading activities of a permanent nature.

3. Membership

Membership of the association shall be open to:

- (i) The parents of children who are, or have been pupils at the school;
- (ii) Present and past members of the Managing Body and Teaching Staff of the School.

4. Subscriptions

The subscription for membership shall be as resolved at the Annual General Meeting for the relevant year except that no subscription shall be payable by present Members of the Managing Body and Teaching Staff of the School.

5. Management of the Association

- (i) The Management of the Association shall be vested in an Executive Committee comprising President, Chairman, Vice-Chairman, Hon. Secretary, Hon. Treasurer, Hon. Social Secretary, Hon. Fete Chairman, the headmaster of the School and/or the Deputy Head and six members of the Teaching Staff, and six other members who shall be parents of present pupils at the School; they shall be elected to serve for a period of two years (unless their child ceases to be a pupil at the school): to serve a maximum of two consecutive periods of two years, after which, they must stand down for a period of one year, all to be chosen by members present at the Annual General meeting except for:
 - a) The President who shall be the Vicar of St. Edward's Church, Romford.
 - b) The Chairman who shall be a parent of a past pupil of the School and nominated by the President and the Headmaster.
 - c) The Headmaster.
 - d) The Teaching Staff members who shall be nominated by the headmaster.
- (ii) The Executive Committee shall have power to co-opt further members and appoint Sub-Committees as it shall deem expedient.

6. Financial Year and Annual General Meeting

The financial year of the Association shall be 1st September to 31st August and the Annual General Meeting shall be held as soon as practicable following the close of the financial year.

7. Special General Meetings

A Special General Meeting shall be convened within thirty days following either a requisition of the Executive Committee or a written request to the Hon. Secretary by not less than ten members of the Association. Such requisition or request, and consequent notice to members, shall specify the nature of the business to be transacted at such meeting.

8. Quorum

There shall be a quorum when ten members of the Executive Committee and twenty other members of the association are present at either an Annual General Meeting or a Special General Meeting.

9. Powers of Executive Committee

The Executive Committee shall have power to deal with any matter arising and not otherwise provided for. A minimum of eight members shall constitute a quorum.

10. Voting

Every matter shall be determined by the majority of votes of members present and voting on the question at any meeting. In case of equality of votes, the Chairman of the meeting shall have a casting vote whether he or she has or has not voted previously on the same question, but no member in any other circumstances shall give more than one vote.

11. Minutes and Accounts

A minute book and books of account shall be provided and kept.

12. General Power to make Rules

Within the limits prescribed by this constitution, the Executive Committee shall have full powers from time to time to make rules for the management of the Association and for the conduct of its business.

13. Dissolution

If at any time it appears to the members that the Association is for any reason not required for the above-mentioned objects, then the members may resolve that the association be dissolved and any property remaining after satisfaction of all proper debts and liabilities whatsoever shall be transferred to some charity having objects similar to the Association as the members shall determine, and in default thereof to some charitable purpose.

14. Alteration of Constitution

The Constitution, except clauses 2 and 13 hereof and this clause may be altered, repealed or added to by resolution passed by three-fourths majority of members of the Association present in person at a meeting convened for that purpose and of which not less than fourteen days' notice has been given to the members. Provided that no alteration shall be made which would cause the Association to cease to be a charity in law.

Addendum

This Constitution includes amendments to part 5 (Management of the Association) as authorised at the 38th & 42nd AGM under part 14 of this Constitution.

ST. EDWARD'S C. OF E.
PRIMARY SCHOOL
PARENT-TEACHER ASSOCIATION

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CONSTITUTION

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