

# **HOLLYMOUNT P.T.A. - CONSTITUTION SUMMARY**

This Constitution has been adopted from the NCPTA. A full copy can be found on the school web site.

## **OBJECTIVE**

- Develop effective relationships between the staff, parents, carers and others associated with the school
- Encourage participation in school activities
- Engage in activities or provide facilities and equipment which support the school and advance the education of the pupils

## **COMMITTEE MEMBERS**

- Lucy Hatley (Chair)
- Nic Ewers (Vice Chair)
- Jon Tasch (Treasurer)
- Bruce Graham (Secretary)
- Philippa Jackson (Headteacher)
- Ann Pope (Deputy Headteacher)
- Kelly deBeer (Foundation Stage Leader)

## **POWERS OF THE COMMITTEE MEMBERS**

- Provide advice
- Distribute information
- Raise funds
- Take PI/PL insurance
- Obtain and pay for goods and services that are necessary to carry out the objectives of the PTA
- The PTA CANNOT undertake any activity on the school premises without consent of the Head Teacher

## **MEMBERS**

- All parents, guardians or carers of students at the school are members of the association

## AGM

- Once a year – Spring – probably January/February
- Review accounts
- Elect committee members on a 2 year term. But, no more than 2 posts changing per year (to ensure continuity)

## MEETINGS

- Formal 'open' PTA meeting once a term. Spring term meeting will incorporate the AGM

## DECISION MAKING

- Decisions made at PTA meetings will be made by a simple majority of all votes. All attendee's have one vote, except for the Chair who has the casting vote

## PROPERTY & FUNDS

- Must only be used to fulfil the objectives of the PTA

## RECORDS & ACCOUNTS

- Must comply with relevant guidance from the Charities Commission for England and Wales and the NCPTA

## AMENDMENTS

- Constitution can be amended at the AGM