

YSGOL PENMORFA PRESTATYN

P.T.A

PARENT/ TEACHER ASSOCIATION

CONSTITUTION

1. The name of the Association shall be the Penmorfa P.T.A Prestatyn.
2. The OBJECT of the Association is to advance the education of the Pupils of the School by providing and assisting in the provision of facilities for education at the School not normally provided by the local Education Authority, and as ancillary thereto and in furtherance of that OBJECT the Association may:-
 - (1) Foster more extended relationships between the Staff, Parents and those associated with the School.
 - (2) Engage in activities which support the school and benefit the pupils attending it.
3. The Association shall be Non-party and Non-sectarian and shall consist of all Parents and Pupils attending the School and Teachers.
4. The Management and control of the Association shall be vested in a Committee which shall consist of the following: -
 - (a) The Headteacher of the School and the following Officers who shall be elected annually at the Annual General Meeting: -

Honorary President
(Chair of the School Board of Governors)
 - (b) The management of the Association shall be vested in a Committee consisting of the following Officers: -

Chairman
Treasurer
Secretary

Together with two other members to assist when required.

Nominations for the officers and Committee to be submitted to the Secretary prior to the Annual General Meeting.

5. Three members of the said Committee shall constitute a quorum.

6. The Chairperson shall be responsible for arranging a minimum of two Executive Committee Meetings during the School year. Additional meetings may be called at the discretion of the Chair and Officers.
7. The Annual General Meeting of the Association shall be held during September of each year. At the Annual General Meeting, the Chair shall be taken by the President/Headteacher and in his/her absence by the assisting body appointed by the Association. Additional Meetings of the Sub-Committee of the Association shall be held when required and these may be in addition to those called by the Chair from time to time.
8. Not less than five Members shall constitute a quorum at the Annual General Meeting.
9. The Executive Committee shall have the power to co-opt, and to appoint any Sub-Committee, and shall prescribe the function of any such Sub-Committee.
10. A Special General Meeting shall be convened at the request, in writing, to the Secretary, of a majority of total members of the Association. Such a meeting shall be held within thirty days of the request. Agenda and Motions submitted shall be circulated to all members.
11. The Executive Committee may co-opt to fill any casual vacancies which may occur during the year.
 - (a) No alteration to the Rules may be made except at the Annual General Meeting, or at a Special Meeting called for this purpose.
 - (b) Notice of any proposed alterations to the Rules must be sent to the Secretary fourteen days prior to the Annual General Meeting.
 - (c) The Agenda for the Annual General Meeting, and other Special Meetings, shall be prepared by the Executive Committee of the Association. Items for discussion may be submitted to the Secretary fourteen days before the Annual General meeting.
 - (d) Special items may be introduced during the course of any meeting provided that at least two-thirds of those present at the meeting agree to the suspension of the Constitution for this purpose.
13. The Honorary Treasurer shall keep an account of all Income and Expenditure and shall submit Accounts, duly audited, at the Annual General Meeting. The Banking Account shall be in the name of the Association and withdrawals shall be made in the name of the Association on the signature of any TWO of the following: -

Chair - Secretary - Treasurer.
14. TWO Auditors shall be appointed annually at the Annual General Meeting to audit the Accounts and Books of the Association, who shall not be Officers of the Committee.
15. The Funds of the Association will be applied solely for the development of its stated object. In the event of the dissolution of the Association, the remaining funds shall be available to the Headteacher for the fulfilment of the objects in Paragraph 2.

16. That any matter not provided for in the Constitution shall be dealt with by the Executive Committee who decision shall be deemed final

Signed:

..... Sophie Jones (Chairperson)

..... Christie Sherry (Secretary)

Date of Edited and Amended Constitution by D J Graham-Jones on Tuesday 17th December 2019.