

BRAMLEY C OF E PRIMARY SCHOOL ASSOCIATION CONSTITUTION

Charity: 286997
Established: 1984

1. The name of the Association shall be 'Bramley C of E Primary School Association'.
2. 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 (not normally provided by the Local Education Authority) and as an ancillary thereto and in furtherance of this object the Association may:-
 - a. foster more extended relationships between staff, parents, community and others associated with the school; and
 - b. engage in activities which support the school, encourage interest in the work of the school, and advance the education of the pupils attending it.
3. The Association shall be non-political.
4. All parents and staff are automatically eligible for free membership of the Association without the need for application. Applications in writing from other interested people will be welcomed and reviewed at the next convenient committee meeting.
5. The management and control of the Association shall be vested in a committee which shall comprise:-

President - Head Teacher (ex officio)
1 further member of staff
No less than 5 other members of the Association

The term of office shall be for one year. A member shall be liable to forfeit his seat on the Committee if he fails to attend three or more consecutive meetings.
6. Officers will be elected from the Committee at the AGM, and shall consist of Chairman, Honorary Treasurer and Honorary Secretary.
7. The Head Teacher will be President without election, and may be elected to any of the offices in (6)
8. The Annual General Meeting shall be held in October.
9. For committee meetings a quorum shall consist of five members which must include Chairman, one other Officer, parents and staff.
10. For the Annual General Meeting no quorum shall be set. If fewer than 20 members are present a vote shall be taken as to whether the meeting shall proceed, this vote requiring a two thirds majority of those present to assent.
11. The Committee shall have power to co-opt members and appoint any sub-committee for any specific purpose.
12. Casual vacancies on the committee may be filled by the Committee.

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13. An Extraordinary General Meeting may be convened by the Committee, or shall be convened at the written request to the Honorary Secretary of ten members of the Association.
14. No alteration of the rules may be made except at the Annual General meeting or at an Extraordinary General Meeting, adequate notice of which must be given. No alteration or amendment shall be made to the objects clause (clause 2) or the dissolution clause (clause 15) which would cause the Association to cease to be a charity at law.
15. The funds of the Association will be applied solely for the maintenance and development of the Association's stated objects. Any assets remaining on dissolution of the Association after satisfying any outstanding 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 children of the school in a manner which is exclusively charitable at law.
16. 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 (s) shall be in the name of the Association and withdrawals shall be made in the name of the Association on the signature of two Officers of the Committee.
17. An auditor, not being a member of the Committee, shall be appointed to audit the accounts prior to the Annual General Meeting in accordance with current Charity Commission Guidelines.
18. Any matter not provided for in the Constitution shall be dealt with by the Committee, whose decision shall be final.
19. Named serving Officers of the Committee can act as authorised signatories for the Association's bank account (s) with a minimum of four signatories registered to the account(s).
20. The Association's financial year shall be 1st September through to 31st August.

Signed and Dated by the Officers of the Committee: