

MILTON SCHOOL ASSOCIATION

CONSTITUTION

1. The NAME of the Association shall be MILTON 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 the staff, parents and others associated with the school; and
 - (b) engage in activities which support the School and advance the education of the pupils attending it.
3. The Association shall be non-political.
4.
 - (a) All parents and carers of children attending the School and all teachers of the School are automatically members.
 - (b) Parents and carers of prospective and past pupils will be welcome as associate members but will have no power to vote and may not hold office as Chairman, Secretary or Treasurer, unless appointed in accordance with clause 8 (b)
5. The President of the Association shall be the Headteacher who shall have the ultimate decision on all educational matters.
6. It is understood that the internal organisation and policy of the school is not the concern of the Association.
7. The Management of the Association shall be vested in a Committee which shall consist of the following :
 - (a) The Headteacher
 - (b) Up-to eleven parents or carers of children presently attending Milton Primary School
 - (c) Teacher members

Six members of the said Committee, including two officers and either the headteacher or the deputy headteacher, shall constitute a quorum for the Committee.
8.
 - (a) The Chairman, Vice Chairman, Secretary and Treasurer shall be elected by the Committee from parent members. Nominations for these offices to be put forward to the President prior to the second Committee meeting; voting to take place at that meeting. An officer should not hold the same position for more than three consecutive years.
 - (b) In the event of no nomination being received for any particular office under clause 8(a), the committee may fill such office by the co-option of a member or an

associate member. Any person so co-opted may remain as an officer for the full term of one year and have power to vote, notwithstanding any other provision of the constitution.

9. (a) Casual vacancies on the Committee may be filled by the Committee by co-option. Any person so co-opted shall serve only while the person in whose place he/she is co-opted would have served.
- (b) The Committee shall have the power to co-opt up to two non-voting members and appoint any sub-committee and prescribe the function of any such sub-committee.
- (c) The Committee shall meet at least once per term.
10. The Annual General Meeting of the Association shall be held in the first half of the Autumn Term. At the Annual General Meeting the Chair shall be taken by the President.
11. A special General Meeting shall be convened at the written request to the Secretary, of ten members of the Association. Such a meeting shall be held within 30 days of the request. Agenda and motions submitted shall be circulated to all members. A minimum of 40 members should be present to constitute a quorum at such a special General Meeting.
12. No alteration of the rules may be made except at the Annual General Meeting or at a Special Meeting called for this purpose. No alteration or amendment shall be made to the objects clause of dissolution clause which would cause the Association to cease to be a charity at law.
13. The Treasurer shall keep an account of all income and expenditure and shall submit accounts, duly audited, at the A.G.M. The Banking Account shall 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
 - (a) Chair
 - (b) Headteacher
 - (c) Vice-chair
 - (d) Treasurer
 - (e) Secretary
14. One auditor, not being a member of the Committee, shall be appointed annually at the Annual General Meeting to audit the accounts and books of the Association.
15. 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 any manner which is exclusively charitable at law.
16. The Association shall take out Public Liability Insurance to cover all its meetings and activities. (Membership of the National Confederation of P.T.A.'s automatically provides this).