



Molescroft Primary School

Friends of Molescroft Primary School

Constitution

Revised at the AGM March 2024

1. NAME AND STATUS OF THE ASSOCIATION

The name of the Association shall be “The Friends of Molescroft School”. The Association is a registered charity and The Committee is bound by all legislation appertaining to charities.

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 the facilities for education at the School (additional to that normally provided by finance from the Local Education Authority) and as an ancillary thereto and in furtherance of this object the Association may foster more extended relationships between the staff, parents and others associated with the School; and engage in activities which support the School and advance the education of the pupils attending it.

3. POWER OF THE HEAD TEACHER

The Head Teacher shall have the ultimate decision on all educational matters.

4. APPOINTMENT OF OFFICERS AND EXECUTIVE COMMITTEE

The management and control of the Association shall be vested in an Executive Committee which shall consist of:

Chairperson - The Chairperson of Molescroft Primary School will be a parent or carer of a child at the school at the time of election

Vice-Chairperson

Treasurer

Secretary

A minimum of 7 and a maximum of 20 committee members

The Head Teacher, Assistant Headteachers, teachers, Parent Governor(s) and Parish Centre Manager may serve ex officio

Where there has been a proposal for the post of Chairperson prior to the AGM, the Chairperson and the other members of the Executive Committee shall be selected annually at the AGM. Where there has been no proposal for Chairperson prior to the AGM then the current Chairperson will chair the AGM and all the officers of the association shall be elected by the Executive Committee from within the Committee.

5. EXECUTIVE COMMITTEE

Twenty-five percent of the executive committee members shall constitute a quorum.



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6. MEETINGS

Committee meetings shall be held at least once each term at such times and places as the Secretary in consultation with the Chairperson may decide. The secretary shall inform the Head Teacher and Chairman of the Governors of the arrangements for the committee meetings and any member of the teaching staff, ancillary staff or governing body may attend as an observer.

7. ANNUAL GENERAL MEETING

The AGM of the Association shall be held during the Spring Term and the Chair shall be taken by the Chairperson of the Committee.

The Secretary and the Treasurer shall present annual reports of the Committee's activities.

Three weeks notice of the AGM shall be sent to families with children at the school and shall also be displayed in a public place at least three weeks before the date of the meeting.

8. SUB COMMITTEES

The Committee shall have the power to appoint such sub-committees as it thinks fit. The Executive Committee and such sub-committees appointed by it shall have the power to co-opt.

9. CASTING VOTE OF THE CHAIR PERSON

The Chairperson of the Executive committee and of any sub-committee shall have a second or casting vote.

10. VACANCIES AND CO-OPTION

Vacancies on the Committee may be filled by the Committee by co-option. Any person so co-opted shall serve until the next AGM. Should the Committee so decide, replacement of committee members who retire during their term of office may be done by a written ballot of parents.

11. VACANCIES UNFILLED

A vacancy in any office shall not invalidate the action of the Executive Committee.

12. ALTERATIONS OF CONSTITUTION

No alteration of the rules may be made except at the AGM and at least fourteen days notice is to be given, in writing to the Secretary, of any proposed alteration. No



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alteration or amendment shall be made to the objects clause or dissolution clause which would cause the Association to cease to be a charity at law.

13. ACCOUNTS OF THE ASSOCIATION

The Honorary Treasurer shall keep account of all income and expenditure and shall submit accounts, duly audited, at the AGM. The Banking Account shall be in the name of the Association on the signature of any two of the following:

Chairperson

Vice-Chairperson

Treasurer

Secretary

14. AUDIT OF ACCOUNTS

An auditor, not a member of the Committee, shall be appointed annually at the AGM to audit the accounts and books of the Association.

15. ACCOUNTS ON DISSOLUTION OF THE ASSOCIATION

The 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. INSURANCE

The Association shall take out Public Liability Insurance to cover all its meetings and activities.

17. DISSOLUTION OF THE ASSOCIATION

The Association may be dissolved by resolution passed at the AGM. A proposal to dissolve the Association must be given to the Secretary at least fourteen days before the AGM and such proposal will be included in the agenda for the meeting. The Association shall only be dissolved by resolution passed at an AGM by two thirds of those present and voting.

18. MATTERS NOT PROVIDED FOR BY THE CONSTITUTION

Any matter not provided for in the Constitution shall be dealt with by the Committee, whose decision shall be deemed final.