

CHENEY SCHOOL ASSOCIATION

Constitution

(Revised 4th November 2020)

1. The name of the Association shall be CHENEY SCHOOL ASSOCIATION.
2. The objects of the Association shall be to advance the education of the students of the school by providing and assisting in the provision of facilities for the education at the school (not normally provided by the Local Education Authority). In furtherance of this object the Association may:
 - a) foster more extended relationships between staff, parents and others associated with the school, and
 - b) engage in activities which support and advance the education of the students attending it.
3. The Association shall be non-party political and non-sectarian.
4. The Association shall take out Public Liability and Personal Accident Insurance to cover its meetings, activities, Officers and Committee.
5. Membership shall consist of all parents and/or guardians of pupils attending the school and all Teachers.
6. The business of the Association shall be conducted by a Committee comprising up to 10 parents elected annually at the Annual General Meeting, one of whom should at the time of election be a governor of the school, and up to 4 members of staff nominated by the Head. The Committee shall also have the power to co-opt members.
7. There shall be at least one Committee meeting each term (either in person or virtually). A quorum shall consist of 4 members of the Committee. Other members of the Association may attend Committee meetings, but may not vote. Voting can be either during meetings (in person or virtually), or in advance via e-mail if committee members are not able to attend a meeting.
8. The Committee shall elect its own Officers: Chair, Secretary, and Treasurer.
10. An Auditor, not a member of the Committee, shall be appointed at the AGM to serve for the following year.
11. The AGM shall take place during the autumn term. A quorum for an AGM shall consist of 10 parents and 1 member of staff.

12. A Special General Meeting may be convened at the written request, to the Secretary, of an Officer or of 10 members of the Association. Such a meeting shall be held with at least 7 days' notice and within 30 days of the request. Agenda and motions submitted shall be circulated to all members. A quorum for a Special General Meeting shall consist of 10 parents and 1 member of staff.

13. There shall be no membership subscription for the Association, but funds may be raised in such a manner as the Committee shall determine.

14. The Treasurer shall be responsible for keeping account of all Income and Expenditure and shall present a Financial report to all Committee meetings, and shall present the accounts duly audited or independently examined for approval by members at the AGM.

15. The Financial Year shall commence on 1st September.

16. Bank Accounts shall be operated in the name of the Association and withdrawals shall be made on the signature of any 2 Committee Members of the Association.

17. The Committee shall comply with their obligations under the Charities Act 1993 and relevant Regulations with regard to the preparation of an annual report and annual financial return and their transmission to the Commissioners.

18. No alteration to this Constitution may be made except at the AGM or a Special General Meeting called for this purpose. Alterations to the Constitution shall receive the assent of two thirds of the members present and voting at an AGM or Special General Meeting. No amendments or alterations shall be made which would make a fundamental change to the Objects or to this clause or cause the Association to cease to be a charity in law.

19. The Association may be dissolved by a resolution presented at a Special General Meeting called for this purpose. The resolution must have the assent of two thirds of those present and voting. Such a resolution may give instructions for the disposal of any assets remaining after satisfying any outstanding debts and liabilities. These assets shall not be distributed among the members of the Association but will be given to the school for the benefit of the children of the school, or in the event of school closure to the school to which the majority of the children of the closing school will go, in any manner which is exclusively charitable in law. If effect cannot be given to this provision, then the assets can be given to some other charitable purpose.

20. Any matter not provided for in the Constitution and concerning the organisation and activities of the Association shall be dealt with by the Committee whose decision shall be final.

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