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| **CONSTITUTION OF THE FRIENDS OF ASHBEACH SCHOOL ASSOCIATION** |
| **TITLE AND OBJECTS**1. The name of the Association will be "The Friends of Ashbeach 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). In furtherance of these objects the Association may:
3. foster more extended relationships between staff, parents and others associated with the School, and
4. engage in activities which support the School and advance the education of those attending it.
5. The Association shall be Non Political

**MEMBERSHIP**1. Associate members are to be known as Friends and this membership is open to all parents/guardians of children at the School and members of staff , free of subscription. Where a child leaves School during the year then the parent being a member of the Association shall be deemed to continue as such until the next Annual General Meeting, free of subscription. Others interested in the aims of the Association can join, free of subscription and shall be entitled to full membership with the exception that they may not hold office as Chairman, Secretary, treasurer or other committee member.
2. Committee members are elected at the AGM

**PRESIDENT, OFFICERS AND COMMITTEE**1. The Chairperson of the Association shall be elected at the Annual General Meeting from a list of those proposed Friends.
2. The Committee will recommend names of a Vice-chair to the Annual General Meeting for confirmation
3. The Committee shall be comprised as follows:
4. Chairperson\*
5. Vice-chairperson\*
6. Treasurer\*
7. Secretary\*

\*To serve no more than THREE consecutive terms of office1. The Committee may co-opt up to THREE additional members who will have full voting rights at all meetings which they attend. In addition, the Committee may co-opt a substitute for any of its members prevented from serving for a period, such a substitution to end when the elected member returns.
2. At the first meeting of the Committee after the Annual General Meeting the Committee shall elect a Vice-Chairperson for the year. The Vice-chairperson shall chair all meetings in the absence of the Chairperson.
3. The Treasurer shall keep an account of all income and expenditure and shall submit accounts at the Annual General Meeting, duly audited, up to and including 31 July preceding 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:
4. Chairperson
5. Vice-chairperson
6. Treasurer
7. The Secretary shall keep minutes of all Committee and General Meetings and carry out other duties as directed by the Committee.
8. The Committee shall meet at least once during each term, at the time and place appointed by the Committee
9. At Committee meetings, 5 members shall constitute a quorum. Resolutions shall be carried by a simple majority. In the event of a tie the Chairman shall have the casting vote
10. The Committee shall be able to appoint subcommittees as it sees fit and delegate powers to such Committees.

**MEETINGS**1. At least TWENTY ONE days before the Annual General Meeting the Secretary shall make available nomination forms for candidates for election to the Committee and Officers of the Association.
2. The Annual General Meeting of the Association shall be held annually on a date determined by the existing committee. At this meeting the existing Chairperson lead this meeting until the new committee is elected.
3. The business of the Annual General Meeting shall be:
4. receive and approve the duly audited accounts;
5. appoint TWO auditors for the ensuing year, from volunteer members of the Association not on the Committee or an approved financial institution
6. elect Officers and Committee members of the Association as follows: Chairperson, Vice-chairperson, treasurer, secretary, any additional committee members
7. conduct all other business as raised by the Committee, or raised from the floor of the Meeting.
8. At General Meetings and Special General Meetings a quorum shall consist of 5 members. All resolutions shall be carried by a simple majority of those present. In the event of a tie the Chairperson may either have the casting vote, or defer a decision to another meeting, at his/her discretion.

**GENERAL**1. No alterations may be made to these rules except at the Annual General Meeting or a Special Meeting called for this purpose. Alterations to the constitution shall require the agreement of two thirds of the members present and voting at an AGM or Special General Meeting.
2. The Association may be dissolved by a resolution presented at a Special General Meeting called for this purpose. The resolution must have the agreement of two thirds of those present and voting. Such 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 a school closure to the school to which the majority of 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.
3. The Association committee shall take out Public Liability Insurance to cover all its meetings and activities
4. The Committee shall have power to deal with any matter not covered by this constitution, and its decision on such matters shall be final.
5. The Head of the School shall have the ultimate decision on all educational matters
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