



PTA Constitution
Approved by members on 25th January 2017

NAME Our Lady of the Assumption Parents and Teachers Association (OLA PTA)

AIMS

- a) to promote close co-operation and communication between parents and staff
- b) to study and discuss matters of mutual interest relating to the education and welfare of pupils
- c) to engage in activities which support and advance the education of pupils attending the school

POWERS

The PTA shall have the power to do anything considered by them to be in furtherance of the aims but remembering that they are there to represent the views of the members.

NUMBER OF MEMBERS

The membership consists of parents/carers of children attending Our Lady of the Assumption Catholic Primary School and school staff.

MEETINGS

The meetings shall be held as and when required with at least one per academic year. The notice calling the meeting shall be sent to the members of the PTA at least two weeks in advance.

At all general meetings voting shall be on the basis of one vote per PTA member present at the meeting.

At all general meetings the quorum shall consist of 4, at least 3 members must be parents/carers of pupils on the school role.

The PTA members shall have power to call an Extraordinary General Meeting.

The chair and minute taker of the meeting will be decided at the meeting, there is no named member for any traditional role, such as treasurer or secretary. Roles are shared evenly across the members who attend.

PTA MEMBERSHIP

All parents/carers of current pupils and academic staff of Our Lady of the Assumption Catholic Primary School.

Each member of the PTA in attendance shall have one vote and resolutions shall be passed by a simple majority vote of those present.

FINANCE

The funds of the PTA shall be lodged in a bank, building society or other account in the name of the PTA. Cheques shall be drawn or withdrawals made against the signatures of at least two named PTA members. Online banking shall be used within the guidelines of the associated bank account.

The PTA shall be responsible for ensuring that all property/money received by/for the members/PTA Committee shall be applied for the aims of the PTA.

CHANGES TO THE CONSTITUTION

Changes or additions can be made with 28 days prior notice, the proposed change shall be specified in the notice calling the meeting and be approved by not less than 3 PTA members.

DISSOLUTION

In the event that the PTA ceases to exist any remaining funds should be distributed for the benefit of the children at the school.