



Friends of Foundry Lane Primary School

CONSTITUTION

1. The name of the support group shall be – Friends of Foundry Lane Primary School.
2. Membership of the group shall be open to all parents and carers of the children attending the school, parents of ex-pupils, school governors, members of staff, and others interested in the school. The committee has the right to refuse or terminate membership.
3. The aims of the group 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 authority) and in addition to the main aims:
 - foster more extended relationships between 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.
4. The group shall have no control over organisation or curriculum of the school.
5. The group shall be non political.
6. The president of the group shall be the Headteacher.
7. The leadership of the group shall be in the hands of the committee which shall consist of the the Headteacher, and the following officers who service the committee. These shall be elected at the AGM:
 - a) Chair b) Vice Chair c) Secretary d) Treasurer
8. *There shall be no upper limit on the number of committee members.*
9. *At least 50% of the committee shall be parents at the school at the time of the election.*
10. *A third of the current committee membership in any given year shall constitute a quorum for the committee.*

11. Committee meetings shall be held at least once a term at such times as the committee shall direct.
12. The Annual General Meeting of the group shall be held in September of each year.
13. The Committee shall have power to co-opt members as necessary to carry out specific posts or to use specific expertise.
14. *A special general meeting shall be convened at the request, in writing, to the secretary of 50% of the current committee members. Such a meeting shall be held within THIRTY DAYS of the request. Agenda and motions submitted shall be circulated to all members.*
15. No alteration of the rules may be made which would affect the charitable status of the group.
16. Other amendments to the rules can only be made at the Annual General Meeting or the Special General Meeting (*see 14 above*). No alteration or amendment shall be made to clause 3 or 16 as this would cause the group to cease to be a charity by law.
17. The Honorary Treasurer shall keep account of all incomes and expenditure and shall submit accounts, duly audited, at the AGM. The Banking account shall be in the name of the group and withdrawal shall be made in the name of the group on the signature of two of the following – Chair, Vice Chair, Secretary, Treasurer
18. Two auditors, not being members of the committee, shall be appointed annually at the AGM to audit the accounts and books of the group.
19. Any assets remaining on dissolution of the group after satisfying any outstanding debts and liabilities shall not be distributed amongst members of the group but will be given to the school for the benefit of children of the school in any manner which is exclusively charitable at law.
20. That any matter not provided for by the constitution shall be dealt with by the committee, whose decision shall be deemed final.