

**St. Patricks National School
Baconstown,
Enfield,
Co. Meath.**

The Constitution of the Parents Association of St. Patrick's National School.

The Purpose of the Parents Association.

The purpose of the Parents Association is to provide a structure through which the parents/guardians of children attending St. Patrick's National School, Baconstown, can work together for the best possible education for their children. The Parents association will work with the Principal, staff and Board of Management to build effective partnership between home and school.

Under the Education Act, 1998

Section 26. -(1) The parents of students of a recognised school may establish and maintain from among their numbers, a parents' association for that school and membership of that association shall be open to all parents of students at that school.

(2) A parents' association shall promote the interests of the students in a school in co-operation with the board, Principal, teachers and students of the school and for that purpose may

(a) advise the Principal or the board on any matter relating to the school and the Principal or board, as the case may be, shall have regard to any such advice, and

(b) adopt a programme of activities which will promote the involvement of parents, in consultation with the Principal, in the operation of the school.

The Name of the Association.

1. The name of the Association shall be "St. Patricks National School Parents' Association".

2. **The Aim of the Parents' Association**

The aim of the Parents' Association is to enable parents to play their part in ensuring provision of the best possible education for their children and that this is achieved through the Associations programme of activities.

The parents 'Association will promote the interests of the students in co-operation with the Board of Management, Principal, teachers, and students, in accordance with the provisions of the Education Act, 1988 and any amendments made thereto.

3. **The work of and Objectives of the Association shall be:**

- i. The advancement of the moral, mental, social and cultural well-being of the students of the school and of the community generally.
- ii. The fostering of good relations between parents, teachers, students and the school authorities.
- iii. The election of parents' nominees to the Board of Management.

- iv. The Association will arrange and oversee organised activities and ensure, as far as possible, that they are run efficiently.
- v. The Association will maintain effective communication with the School Principal and Board of Management.
- vi. The Association shall engage in fund raising, as approved by the Principal and Board of Management, as appropriate, to fund (or part fund) any activities arranged by the Association for the benefit of the students of the school.
- vii. The Association shall adopt a programme of activities which will promote the involvement of the parents, in consultation with the Principal, in the operation of the school.

4. The Membership of the Parents 'Association

All parents or legal guardians of students attending the school shall be deemed to be members of the Association.

5. Affiliation of the Parents' Association

This Association is affiliated with and will work together with the National and Regional bodies, such as the National Parents' Council (NPC) and other Parents Associations, with the approval of the Principal and Board of Management.

6. General Meetings

- i. The Annual General meeting shall be held during September of each year.
- ii. The Committee shall call extraordinary General Meetings when the Committee deem it desirable.
- iii. Public Notice shall be given in advance of a General Meeting.
- iv. General Meetings shall be chaired by the Chairperson, or in the absence of the Chairperson by the Vice Chairperson. Otherwise the Committee shall elect one of its members to chair the meeting.
- v. A quorum for an Annual or extraordinary General Meeting shall be 6 parents.

7. The Election of the Parents' Association Committee

- i. The Committee shall administer the affairs of the Association. The Committee shall consist of at least six members and a maximum of 12 members who shall be elected each year at the Annual General Meeting. The Parent's nominees to the School Board of Management shall be ex officio members of the committee.
- ii. The Committee shall appoint from among its elected members the officers of the Association: Chairperson, Vice-Chairperson, Secretary, Treasurer and Assistant Treasurer.
- iii. The Committee shall have power to co-opt members to fill any vacancies which occur on the Committee.
- iv. The Committee shall meet each month, when possible, from September to June (inclusive) and on such other occasions as it is deemed necessary by the Executive Committee. The quorum for such meetings shall be 50% of the members of the Committee. Any decisions required to be made by the

- committee shall be made by way of majority vote of those present at the meeting.
- v. The Committee may invite to General meetings or to the Committee meetings such persons as the Committee decides.
 - vi. Minutes of all meetings shall be kept by the Secretary who shall present the minutes to the Committee for approval at a subsequent Committee meeting or in any other manner agreed as between the Committee.
 - vii. The Committee shall have the power to appoint sub-committees to assist it from time to time. Sub-Committees may consist of members or non-members of the Association and shall report to the Committee.

8. Election of Parents Representatives to the Board of Management.

- i. In accordance with the rules governing nomination of Parents Representatives to the School Board of Management, the Association shall oversee the election to nominate the Parents Representatives to the Board of Management, when required.
- ii. Notice of election shall be given to all parents one month in advance of the date of the election.
- iii. Nomination of Candidates shall be submitted to the school/Committee as notified at the time.

9. Changing the Constitution

This Constitution may be amended from time to time at a General Meeting of the Association. A two-thirds majority of the members' present shall be required to carry an amendment to the Constitution. If an amendment is required for an urgent reason, an EGM can be called for that specific purpose.

Proposals to change the constitution must be submitted in writing to the Parents' Association Committee. The parents' Association Committee will then circulate these proposals to the parents before the AGM/EGM and all parents/legal guardians of children in the school at the meeting are eligible to vote on the proposals.

10. Finance

An Annual Subscription shall finance the Association if necessary. The amount of subscription and method of payment shall be decided from time to time by a General Meeting on the advice of the Committee.

Otherwise or in addition The Parents' Association Committee will finance the activities of the Parents' Association through fundraising.

A Treasurer will be appointed from among the Committee members and will be responsible for keeping account of the income and expenditure of the Parents Association finances. The Treasurer will give a statement of income and expenditure at each committee meeting.

A written statement of income and expenditure will be given at the AGM and a copy will be forwarded to the Board of Management for their information.

The Parents' Association will keep a bank account in its name. Each withdrawal requires two signatures. The Treasurer and at least one other assigned member of the committee must sign all withdrawals from the account.

11. Official Statements and Representations

No member of the Association other than the Chairperson or member nominated either by the Chairperson or by the Committee shall make any official or public statement or representation on behalf of the Association.

12. Liaison with School Authorities

Liaison with School Authorities shall normally be maintained through correspondence by the Secretary, or by deputation nominated by the Chairperson or Committee, with the Principal or the school and/or his/her nominees.

The Committee may, however, should it consider it desirable and appropriate, correspond in writing or seek a meeting with the Board of Management.

13. Matters outside the remit of the Parents' Association

The Association in discharging its functions recognise that the examination and resolution of problems relating to individual pupils or parents will be for determination between the individual pupil and/or his/her parents and the School Authorities.

The Association also recognises that matters concerning the School Curriculum and its implementation are the function of the School Authorities.

14. Winding Up

Winding up of the Association shall only be valid if accepted at a General Meeting convened for this purpose. In the event of the winding up of the Association any assets on hand shall be presented to the Board of Management for school purposes.