

ST. THOMAS OF CANTERBURY C.E. JUNIOR SCHOOL ASSOCIATION

CONSTITUTION

1. Name of the Association

The Association shall be known as 'Brentwood St. Thomas of Canterbury C.E. Junior School Association.'

2. Aims of the Association

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), and as an ancillary thereto in furtherance of this object the Association may:

- a) foster more extended relationships between the staff, parents and others associated with the School; and
- b) engage in activities which support the School and advance the education of the pupils attending it.

3. Membership

- a) The parents or legal guardians of present pupils of the School, together with the teaching staff and governors of the School shall be members of the Association and shall be eligible to vote.
- b) Associate membership shall be open to parents or guardians of former pupils and to any other persons interested in the aims of the Association. Associate members shall neither have the right to vote nor be elected to the committee.

4. President

The President of the Association shall be the Vicar of the Parish of St. Thomas of Canterbury, Brentwood.

5. Committee

The Association shall be administered by a committee which shall consist of a Chairman, a Treasurer, a Secretary, the Headmaster two members of the teaching staff, a School Governor and six other members. All voting members of the Association are eligible for election to the Committee.

- a) The Headmaster shall be ex-officio.
- b) The Chairman shall be elected annually at the A.G.M., but shall hold office for a maximum of two consecutive years.
- c) The Treasurer, the Secretary and six other members of the committee shall be elected at the A.G.M. The teaching staff representatives and the School Governor shall be elected by their respective bodies.

The Chairman and the six other members shall be parents.

Continued.....

- d) The Committee shall have the power to co-opt up to three additional members one of whom may be an Associate Member.
- e) The officials and members shall be elected by a majority vote. In the event of a tie in the election the result shall be decided by drawing lots.
- f) A minimum of five committee members, one being a teacher and one a parent shall be necessary to form a quorum.
- g) A minimum of two meetings per term shall be held.

6. Annual General Meeting

The Annual General Meeting shall be convened by the Secretary during the month of September and twenty one days notice in writing shall be given. Any motion at this meeting shall be deemed to be carried if supported by a majority of those present and voting.

7. Extraordinary General Meeting

An Extraordinary General Meeting shall be convened immediately by the Secretary on receiving the written requests of not less than ten full members or at the request of the Committee. Twenty one days notice in writing shall be given for such a meeting and the notice convening the meeting shall stipulate the motion to be debated. Any motion at such a meeting shall be deemed to be carried if supported by two thirds of those present and voting.

8. Change of Constitution

No alteration of the Constitution may be made except at the Annual General Meeting or at a Special Meeting called for this purpose. No alteration or amendment shall be made to the objects clause or dissolution clause which would cause the Association to cease to be a Charity at law.

9. Committee Powers to Dispense Funds

The financial year for the Association shall be from 1st August to 31st July. The Committee shall, in agreement with the Headmaster, organise the raising of funds and have the power to dispense funds on behalf of the School Association. The necessary bank accounts will be opened and the authorities to dispense funds shall be signed by any two of the Treasurer and two others named by the Committee.

10. Accounts

Two auditors, not being members of the Committee, shall be appointed annually at the A.G.M. to audit the accounts and books of the Association. The accounts will be presented at the A.G.M.

Continued.....

11. Dissolution

The Association may be dissolved by a resolution passed by a two thirds majority of those present and voting at an Extraordinary General Meeting convened for the purpose, or by the Head Teacher of the School.

12. Disposal of Assets upon Dissolution

Any assets held by or in the name of the Association upon dissolution of the Association, which remain after satisfying any outstanding debts and liabilities shall not be paid to or distributed amongst the members of the association but shall be given to or transferred to "The St. Thomas School Private Fund" or its equivalent title to be used for the benefit of the children of the school in any manner which is exclusively charitable at law.

13. Insurance

The Association shall take out Public Liability Insurance to cover all its meetings and activities.

14. Matters not covered by this Constitution

Any matter not provided for in this constitution shall be dealt with by the Committee, whose decision shall be deemed final unless four elected members of the Committee wish the matter to be referred to the Headmaster of the School for a decision, in which case it shall be so referred, and his decision shall be final.

I certify that this is a true copy of the constitution for the "Brentwood ST Thomas of Canterbury Church of England Junior School Association" This Constitution was formally

20th September, 1982.

adopted at an Extraordinary General Meeting convened for that purpose on

the 20th September 1982.

John Secker - J.H. SECKER - CHAIRMAN

144a Hanging Hill Lane
Kuttan, Brentwood, Essex
10.1.1983