



Barrowby Church of England Primary School

Friends of Barrowby School Constitution

1. The name of the Association shall be Friends of Barrowby School.
2. The object of the Association is to advance the education of the pupils in the school. In furtherance of this object the association may:-
 - a. Develop more extended relationships between the staff, parents and others associated with the school.
 - b. Engage in activities, which support the school and advance the education of the pupils attending it.
 - c. Provide and assist in the provision of facilities for the education at the school (not normally provided by the Local Education Authority).
3. The association shall be non-party political and non-sectarian.
4. The association shall take out public liability and personal accident insurance to cover its meetings, activities, officers and committee.
5. The association may appoint a President.
6. The names of the Vice Presidents shall be submitted at the Annual General Meeting (AGM) (these are usually people the association wishes to honour).
7. Membership shall consist of all parents and/or guardians of pupils attending the school, all teachers and all friends of the school.
8. The management of FOBS shall be vested in committee of parents and teachers consisting of the following officers: Chairperson, Vice Chairperson, Minutes Secretary, Publicity Secretary, Social Secretary and Treasurer, together with seven other members.
9. The officers and committee shall be elected at the next AGM and shall serve until the commencement of the next AGM.
10. Four members of the committee shall constitute a quorum.
11. The committee shall have the power to co-opt a maximum of three, who shall have voting rights.
12. The committee may appoint sub-committees, as it deems necessary and shall prescribe their function provided that all acts and proceedings of any such committee shall be reported to the committee as soon as possible and provided further that no such sub-committee shall expend funds of FOBS otherwise than in accordance with a budget agreed by the committee.
13. Committee meetings shall be held at least once a term.
14. At least 3 members of the Committee to have undergone DBS checks e.g. Chairperson, Vice Chairperson and Secretary.
15. The Annual General Meeting shall be held during the first week of October each year. At the AGM the chair shall be taken by the chairman or in his/her absence by the vice chairman.

16. Nominations shall be proposed and seconded and should have the consent of the nominee. Nominations may be made at any time prior to the commencement of, or during, the AGM.
17. The committee may fill casual vacancies by co-option until the next AGM.
18. One qualified auditor (or two unqualified) who is not a member of the committee shall be elected annually at the AGM to audit the accounts and books of FOBS.
19. Special general meetings may be called at the written request of a minimum of ten members.
20. Twenty school days' notice shall be given of any special general meeting to all members of the association.
21. The Treasurer shall be responsible for keeping account of all income and expenditure and shall present a financial report to all committee meetings, and shall present the accounts duly for approval by the members at the AGM.
22. Bank accounts shall be operated in the name of the association and withdrawals will be made on the signature of any two Officers of the Association.
23. All money spent by the association will be for the benefit of children at Barrowby School and decisions about such expenditure will be made in consultation with the head or his/her representative.
24. The financial year will commence on 1st August.
25. Any matter not provided in the constitution and concerning the Association shall be dealt with by the Committee whose decision will be final.
26. No alteration to this Constitution shall be made except at the Annual General Meeting or Special General Meeting called for this purpose. No amendments shall be made without the prior written permission of the Charity Commission to Clauses 2, 25 and 26 and no alteration shall be made which could cause the Association to cease to be a charity in law. Alterations to the constitution shall receive the assent of two thirds of the members present and voting at an AGM or Special General Meeting.
27. The Association may be dissolved by a resolution presented at a Special General Meeting called for this purpose. The resolution must have the assent 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 amount 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 school closure to the school to which the majority of the 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.