

# **The Association of the Friends of William Farr (CofE) Comprehensive School**

## **1. Title**

The Association shall be known as “The Friends of William Farr School”

## **2. Aims**

The object of the association is to advance the education of the pupils in the school, in furtherance of this objective the association may: -

- a) Develop more extended relationships between 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 authority.

## **3. Membership**

Membership shall consist of an unlimited number of members.

Membership being open to: -

- a) The parents and staff of William Farr School
- b) Any other person or society who has the aims of the association at heart.

## **4. President**

The Association shall, at each Annual General Meeting (AGM) confirm the Head teacher shall be President.

## **5. Insurance**

The Association shall take out Public Liability and Personal Accident Insurance to cover its' meetings, activities, officers and Committee

## **6. Chairperson**

The Association shall. At each AGM, elect a Chairperson and Vice-chairperson. The chairperson shall take the Chair at the AGM of the

association. They shall be respectively Chairperson and Vice – Chairperson of the Executive Committee.

## **7. Secretary and Treasurer**

The Association shall, at each AGM elect two members to be respectively the Honorary Secretary and Honorary Treasurer of the Association.

## **8. Executive**

The Association shall, at each AGM elect an executive committee to be responsible for the day to day running of the Association. The Committee shall consist of representatives of the parental body and members of staff with the Chairperson, Vice-Chairperson, Honorary Secretary and Honorary Treasurer as ex-officio members. A quorum of the committee shall be a third of the members.

## **9. Terms of Office**

Subject to the right of any person to resign his or her office on giving notice the Honorary Secretary, a person elected to office under the constitution shall hold office for one year, provided that this will not preclude the right of the Association to remove any person from office for good and sufficient reason.

## **10. Casual Vacancies**

The committee shall have the power to co-opt members and may appoint sub0committees as it is deemed necessary.

## **11. Meetings**

The AGM shall take place during the first half term of the autumn term each year. Other meetings shall be held at least one per term and shall be open to all the members of the Association.

## **12. Emergency Meetings**

The chairperson may call a meeting of the Association of the Executive Committee at any time in an emergency. Any seven members of the Association may call an Emergency Meeting of the

Association, provided that all members of the Executive shall receive from them, at least twenty one full days' notice of such a meeting, and that no other business shall be discussed at the meeting other than that specified in the notice.

### **13 Duties of the Committee**

- (a) To be responsible for the running of the Association, including the control of the finances.
- (b) To keep the membership fully informed of the Association's current activities including a verbal report at the AGM
- (c) To recommend to the succeeding committee a programme of events for the following year
- (d) To receive and approve the accounts and the balance sheet of the Association, which have been examined according to Charity Committee guidance, at the AGM.

### **14. Auditors**

The accounts and balance sheet will be examined according to Charity Committee guidance prior to presentation at the AGM.

### **15. Revision of the Constitution**

No alterations to this constitution may be made except at the AGM or at a Special General Meeting called for this purpose. No amendments or alterations shall be made without the prior permission of the Charity Commission to clauses 2,15,and 16 and no alterations shall be made which could cause the Association to cease to be a charity in law. Alteration to the constitution shall receive the assents of two thirds of the members present and the voting at an AGM or Special General Meeting.

### **16. Dissolution**

The Association may be dissolved by resolution presented at a Special General Meeting called for this purpose. The resolution must have the assent of at least 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 amongst members of the Association but will be given to school for the benefit of the children of the school

or in the event of a school closure those to the school, 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 assets can be given to other charitable purpose.

### **17 Bank Accounts**

Bank accounts shall be operated in the name of the Association and withdrawals shall be made on the signature of any two of the officials of the Association.

### **18. Financial Year**

The financial year shall commence the first of September.

### **19. Proviso**

Any matter not provided for in the constitution and concerning the organization and activities of the Association shall be dealt with by the Committee whose decision shall be final.

### **CONSTITUTION FOR: The Association of the Friends of William Farr**

Signature .....(Chairperson)

Date 17/9/13

Recorded at AGM Date 17/9/13

First Adopted AGM 2002