

FRIENDS OF EWELL GROVE registered charity no. 1064755/0

CONSTITUTION

1. The name of the Association shall be 'Friends of Ewell Grove'.
2. The object of the Association is to advance the education of the pupils attending 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 such facilities or items for education at the school (not provided from statutory funds) as the Committee in consultation with Governing Body shall from time to time determine.
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 post of President shall be held honorarily (ex officio) by the Head Teacher.
6. The names of the Vice-Presidents shall be submitted at the Annual General Meeting. (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 teaching and non-teaching staff currently employed by the school, and any person over the age of 18 wishing to offer appropriate support or help to the school and who is accepted by the Committee as a member.
8. The management of the Association shall be vested in a Committee consisting of the following Officers:- Chair, Vice Chair, Secretary, and Treasurer, together with a minimum of three other members. The position of Vice Chair may remain vacant if two people share the Chair position (co-Chair).
9. The posts of Chair, Vice Chair, Secretary, and Treasurer shall be held by a member for a maximum of three years.
10. The Committee shall not undertake any activity in the school premises without the consent of the Head Teacher.
11. All elected members of the Committee are trustees of the charity (charity trustees) and have control of the Association, its property and funds.
12. The Officers and Committee shall be elected at the Annual General Meeting and shall serve until the commencement of the next Annual General Meeting.
13. Four members of the Committee shall constitute a quorum.
14. The Committee shall have the power to co-opt a maximum of two members.
15. The Committee may appoint sub-committees as it deems necessary and shall prescribe their function provided that all acts and proceedings of any such sub-committee shall be reported to the Committee as soon as possible and provided further that no such sub-committee shall expend funds of the Association otherwise than in accordance with a budget agreed by the Committee.

16. Committee meetings shall be held at least once each term. The Committee reserve the right to ask any committee member to stand down if they fail to attend three consecutive meetings.
17. The Annual General Meeting will be held in the Summer term. At the Annual General meeting the chair shall be taken by the Chair or in his/her absence the Vice Chair of the Committee.
18. Nominations shall be proposed and seconded by members and should have the consent of the nominee. Nominations may be made at any time prior to the commencement of the Annual General meeting.
19. The Committee may fill casual vacancies by co-option until the next Annual General Meeting.
20. One Auditor or independent examiner reasonably considered by the Committee to be competent to examine the accounts, who is not a member of the Committee shall be elected annually at the AGM to audit or independently examine the accounts and books of the Association.
21. Special General Meetings may be called at the written request of a minimum of ten members.
22. Thirty days' notice shall be given of any Special General Meeting to all members of the Association.
23. 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 for approval by the members at the Annual General Meeting.
24. Bank Accounts shall be operated in the name of the Association and withdrawals shall be made on the signature of any two of the Officers of the Association.
25. The Financial Year shall commence on the first day of June.
26. Any matter not provided for in the Constitution and concerning the organisation and activities of the Association shall be dealt with by the Committee whose decision shall be final.
27. No alteration to this Constitution may be made except at the Annual General Meeting or a Special General Meeting called for this purpose. Alterations to the Constitution shall receive the assent of two thirds of the members present and voting at an Annual General Meeting or Special General Meeting.
28. 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 among 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 a school closure, to the school to which the majority of 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 some other charitable purpose.