



Stapolin Educate Together National School

PARENTS' ASSOCIATION CONSTITUTION

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 Stapolin Educate Together National School 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 number, a parents' association for that school and membership of that association shall be open to all parents of students of 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, who 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.
- (3)
 - (a) A parents' association shall, following consultation with its members, make rules governing its meetings and the business and conduct of its affairs.
 - (b) Where a parents' association is affiliated to a national association of parents, the rules referred to in paragraph (a) shall be in accordance with guidelines issued by that national association of parents with the concurrence of the Minister.

The Mission of the Parents' Association

The mission of the Parents' Association is to enrich the lives of the parents and students of Stapolin Educate Together National School by focusing on promoting a strong sense of community through involving all parents to engage in creating an inclusive, inspiring and fun learning space for their children.

The Work of the Parents' Association

The Parents' Association will undertake a programme of activities which will promote the involvement of parents and which will support students, parents and school staff. In planning its activities, the Parents' Association will consult with the school Principal and Board of Management.

The Membership of the Parents' Association

All parents or guardians of children attending Stapolin Educate Together National School will be deemed to be members of the Parents' Association.

The Committee of the Parents' Association

The members of the Parents' Association will elect a committee with a minimum of 5 core roles and a representative of each school year and specialised classes for children with additional or special requirements to a total number of 13. This committee will have responsibility for representing the parents of Stapolin Educate Together National School and managing the activities of the Parents' Association.

During any meetings held it will be ensured there is a minimum of half plus one Committee members to validate any votes taken.

Subcommittees

Subcommittees can be set up for particular tasks. The subcommittees may also involve people to assist in their work.

The Election of the Parents' Association Committee

The members of the committee will be elected each year at the AGM of the Parents' Association.

Each member will be elected for one year. At the AGM all committee members step down, but they can be re-elected as long as they continue to be eligible to serve, that is as long as they continue to be a parent or guardian of a child in the school.

Parents' nominees elected to the Board of Management are open to become members of the committee but will not hold an officer position on the Parents' Association committee.

No member of the committee will hold the same officer position for more than three consecutive years.

The Work of the Committee of the Parents' Association

The Parents' Association Committee will be responsible for ensuring that all parents are consulted on issues which are relevant to the entire parent body. The Parents' Association Committee may advise the Principal and Board of Management on any matters relating to the school in accordance with the Education Act, 1998, 26.- (2)(a).

The Committee is the team that will manage the tasks of the association on behalf of the parents.

The Committee will draw up a plan for the activities of the association, in consultation with parents and in accordance with their wishes.

The Committee will be responsible for seeing that activities are run in an efficient and effective way.

The Committee will consult with the school Principal and Board of Management when planning the programme of activities for any particular year.

The Committee will arrange with the Principal and Board of Management a system for ongoing communication.

At the annual general meeting (AGM) the Committee will report to the parents about its work.

The Committee will manage and account for any funds collected or expended by the Parents' Association.

The focus of the Committee will be on increasing the diversity and inclusion ratio, by actively seeking participation of the school community as a whole and providing support for those interested in seeking leadership.

Finance

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 and is available upon request to any member of the association.

The Parents' Association will keep a bank account in the name of the Parents' Association. Each payment issued must be authorised by the Treasurer and at least one other assigned committee member. The Parents' Association bank account will only contain funds that it needs in order to meet the day to day running costs that are incurred. Any funds exceeding this amount will be transferred to the main school bank account as soon as practicable.

The Treasurer will maintain a detailed financial record of all authorised transactions, which will be made available to the Board of Management to include with the school's annual accounts.

Fundraising for the School

Fundraising for the school by the Parents' Association will be done with the prior agreement of the Board of Management. The Parents' Association committee will agree with the Board of Management as to the specific purposes for which funds are to be raised by the Parents' Association.

Membership of National Parents Council Primary

The Parents' Association will maintain membership of National Parents Council Primary by annual subscription.

Changing the Constitution

Changes to the constitution can be made at the AGM or, if 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 all parents before the AGM/EGM. AGMs will be held in January each year. All parents of children in the school at the meeting are eligible to vote on the proposals.