



1. The Association shall be called 'The Wellington School Parent Teacher Association' WSPTA
2. **Membership:**
Shall automatically be given to all parents/guardians of pupils attending Wellington School, including Nursery School and all academic staff.
3. **Aims:**
 - To support the school.
 - To foster community spirit throughout the school.
 - To organise social and fundraising activities.
 - To provide a forum in which matters of common interest to the members may be discussed.
 - To provide a channel for exchange of information between members of the WSPTA, the Senior Management and the Board of Governors.
4. **Committee:**
 - The Association shall be managed by a Committee consisting of the Office Bearers (Chair, Vice-Chair, Secretary and Treasurer) and ordinary Committee Members.
 - Members of the Committee must have a child in education at the school or be a member of academic staff.
 - The Committee shall be elected at the Annual General Meeting.
 - Office Bearers shall be appointed annually by the Committee at the first Committee meeting after the AGM.
 - The Committee shall have the powers to appoint Committee members where the need arises during their year as well as powers to appoint sub committees who may in turn co-opt members if necessary
 - Any Committee member missing three consecutive Committee Meetings may be asked to resign unless they have justifiable reasons for not attending.
 - In addition, there shall also be an honorary President who shall be the Head of the School and an honorary Vice-President who shall be the Depute Head of the School. These members shall have no voting rights.
5. **Meetings:**
 - The AGM shall be held once per year and notice shall be given to all other members at least seven days in advance.
 - The Committee shall meet at least five times a year and at other times as deemed necessary by the Chair or Vice-Chair.
 - At all meetings of the Association the Chair, whom failing the Vice-Chair, shall preside or in their absence an Office Bearer shall preside.
 - At all meetings the Chair of the meeting shall have a casting vote as well as a deliberative vote, and all others shall have one vote only.
6. **Accounts:**
 - The financial year of the Association shall coincide with the school year.
 - Accounts will be made available at the AGM and will be audited by an independent third party.
 - In the event that the Association ceases to exist, all balances in hand should be automatically transferred for the benefit of the school.
 - The funds of the Association shall be lodged in a bank in the name of the Association.
 - Money may be drawn from the account in the signature of any two Office Bearers.
7. **Constitutional Change:**
 - Changes or additions must be made at an AGM or an EGM.
 - The proposed change must be specified in the notice calling the meeting.
 - Changes must be approved by not less than two thirds of those present.