

Moss Hall Schools Association
Constitution

1. The Association shall be called the Moss Hall Schools Association.
2. (I) The object of the Association is to advance the education of the pupils in the schools.
In furtherance of this object the Association may:
 - (a) develop more extended relationships between staff, parents and others associated with the schools;
 - (b) engage in activities which support the schools and advance the education of the pupils attending them;
 - (c) provide and assist in the provision of facilities for education at the schools (not normally provided by the Local Education Authority).(II) The functions of this association shall be other than the designated responsibilities of the governing body.
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. All parents or guardians of children currently attending Moss Hall Infants and Junior Schools and London Borough of Barnet employees currently working in the schools are deemed to be members of the Association.
6. The affairs of the Association shall be administered by a general Committee consisting of the following officers: Chair, Vice-Chair, Secretary and Treasurer together with other elected or co-opted members, as defined below.
 - (a) A maximum of twelve elected members shall be parents and a maximum of six elected members shall be London Borough of Barnet employees working at the schools.
 - (b) The committee shall have the power to co-opt further parents or employees.
 - (c) Heads of the schools and one parent governor shall be ex-officio members of the committee.
 - (d) Elected, co-opted and ex-officio members shall have equal voting rights.
 - (e) The Chair and Vice-Chair shall be parents.
 - (f) No officer shall hold the same position for more than three consecutive years.
 - (g) Nominations to the committee must be proposed and seconded by members.
 - (h) Committee meetings shall be held at least once a term.
 - (i) Any committee member who fails to attend two consecutive committee meetings without sending apologies is deemed to have resigned and the vacancy may be filled by a co-opted member until the next General Meeting.
7. The Officers and other elected members of the committee shall be elected by a simple majority at the Annual General Meeting and shall serve until the next Annual General Meeting.
8. The General Committee may set up sub-committees as it considers appropriate; each sub-committee shall include at least one member of the General Committee and the officers listed in paragraph 6 above may be ex-officio members of all such sub-committees.
9. A quorum of the General Committee shall consist of at least seven members including at least one officer of the committee.

10. A quorum for General Meetings shall consist of at least twenty five members.
11. An Annual General Meeting shall be held in the first two weeks of October each year and at least fourteen days notice given to members. The policy of the Association, within the limits of the objectives of the Association, shall be decided by the Annual General Meeting, and if required, by two Ordinary General Meetings to be held in the Spring and Summer terms of each year.
12. An Independent Financial Examiner who is not a member of the committee shall be elected annually at the Annual General Meeting to independently examine the accounts and books of the Association.
13. 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 examined for approval at the Annual General Meeting.
14. Any matter not provided for in this constitution and concerning the organisation and activities of the Association, shall be dealt with by the Committee whose decision will be final.
15. Special General Meetings may be called at the written request of a minimum of ten members.
16. No alteration to this constitution may be made except at the Annual General Meeting or Special General Meeting called for this purpose. No amendments or alterations shall be made without prior written permission of the Charity Commission to clauses 2, 16 and 17 and no alteration should 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 Annual or Special General Meeting.
17. The Association may be dissolved by resolution presented at a Special General Meeting called for this purpose. The resolution must have the consent 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 among members of the Association but will be given to the schools for the benefit of the children at the schools, or in the event of 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 the assets can be given to some other charitable purpose.

