

Lossiemouth High School Parent Partnership Constitution

1. This is the constitution for Lossiemouth High School Parent Partnership.
2. The objectives of the Parent Partnership are:
 - a) To work in partnership with the school to create a welcoming school which is inclusive for all parents/carers
 - b) To promote partnership between the school, its pupils and all its parents/carers
 - c) To develop and engage in activities which support the education and welfare of the pupils
 - d) To identify and represent the views of parents/carers on the education provided by the school and other matters affecting the education and welfare of the pupils.
3. The membership will be a minimum of three parents/carers of children attending the school. The maximum size will be open to parental response.
4. The Partnership will stand for a period of 2 years, after which they may put themselves forward again if they wish. Any parents/carers of a child at the school can volunteer to be a member of the Partnership.
5. The Partnership may co-opt additional members to assist it with carrying out its functions.
6. Co-opted members will be invited to serve for a period of 2 years after which time the Partnership will review and consider requirements for co-opted membership.
7. The Chair, Vice-Chair, Secretary and Treasurer of the Council will be agreed by the Partnership members immediately following its formation.
8. Office bearers will be reselected by the Partnership on an annual basis.
9. The Partnership is accountable to the Parent Forum for Lossiemouth High School and will make a report to it at least once each year on its activities on behalf of all the parents/carers.
10. If a significant number of members of the Parent Forum request a special general meeting to discuss issues falling within the Council's remit, the Partnership shall arrange this. The Partnership shall give all members of the Forum at least 2 weeks notice of the meeting and, at the same time, circulate notice of the matter, or matters, to be discussed at the meeting.
11. The Annual Meeting will be held in October of each year. A notice of the meeting including date, time, and place will be sent to all members of the Parent Forum at least 2 weeks in advance. The meeting will include:
 - a) a report on the work of the Partnership and its committee(s)
 - b) selection of the new Partnership
 - c) discussion of issues that members of the Parent Forum may wish to raise
 - d) approval of the accounts and appointment of the auditor.
12. The Parent Partnership will meet at least once in every school term.
13. Should a vote be necessary to make a decision, each parent member at the meeting will have one vote, with the Chair having a casting vote in the event of a tie.

14. Any two members of the Partnership can request that an additional meeting be held, and all members of the Parent Partnership will be given at least one week's notice of date, time and place of the meeting.
15. If a Partnership member acts in a way that is considered by other members to undermine the objectives of the Partnership, their membership of the Partnership shall be terminated if the majority of parent members agree. Termination of membership would be confirmed in writing to the member.
16. Copies of the minutes of all meetings will be available to all parents/carers of children at Lossiemouth High School and to all teachers at the school. Copies will be available from the Secretary of the Partnership and from the school office.
17. Meetings of the Partnership shall be open to the public, unless the Partnership is discussing an issue which it considers should be dealt with on a confidential basis. In such circumstances, only members of the Partnership and the Headteacher, or his or her representative, can attend.
18. The Treasurer will open a bank or building society account in the name of the Partnership for all Partnership funds. Withdrawals will require the signature of the Treasurer and one other Partnership member. The Treasurer will keep an accurate record of all income and expenditure, and will provide a summary of this for each Partnership meeting and a full account for the Annual Meeting. The Partnership accounts will be audited by the auditor appointed at the previous Annual Meeting. The Partnership shall be responsible for ensuring that all monies are used in accordance with the objectives of the Partnership.
19. The Partnership may change its constitution after obtaining consent from members of the Parent Forum. Members of the Parent Forum will be sent a copy of any proposed amendment and given reasonable time to respond to the proposal.
20. The Chris Maythorne Award – Mr Maythorne was chairperson of the School Board for 14 years and in recognition of this, an award was launched to promote, recognise and celebrate the contributions to our community by Lossiemouth High School pupils. A pupil can be nominated by a parent, teacher, neighbour or friend, for example, and will be presented during the Awards Ceremony with a cheque to the value of £100. Their name will also be engraved on the new Chris Maythorne plaque displayed on the school foyer.
21. Should the Partnership cease to exist, any remaining funds will be passed to the education authority to be used for the benefit of the school (or schools), where this continues.

LOSSIEMOUTH, 20th Feb, 2009

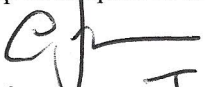
We certify that this page and the preceding page is a true copy of the Constitution of Lossiemouth High School Parent Partnership as adopted at the meeting of the Partnership held today.

Signature:

Full Name:

Address:

Office held:


 GRAHAM JOHNSON
 14 HARBOUR ST
 HOPEMAN
 IV30 5SJ
 CHAIRMAN

Signature:

Full name:

Address:

Office held:


 CAROLLE ISOBEL RALPH
 WESTWINDS, STOTFIELD ROAD,
 LOSSIEMOUTH, IV31 6QT
 VICE CHAIR