



www.gaelscoilnamara.ie

Gaelscoil na Mara

Domhnach Bat
Co Átha Cliath
K36WT02

Guthán: 01 8435197 oifig@gaelscoilnamara.ie Uimhir Rolla: 20530R

Bunrecht Chumann na dTuismitheoirí:

Gaelscoil na Mara

Cuspóir Chumann na dTuismitheoirí:

Is é cuspóir Chumann na dTuismitheoirí ná structúr a chur le fáil trínar féidir le tuismitheoirí/caomhnóirí pháistí a fhreastalaíonn ar Gaelscoil na Mara bheith ag obair le chéile ar mhaithe leis an oideachas is fearr dá bpáistí.

Oibreoidh Cumann na dTuismitheoirí leis an bPríomhoide, an bhFoireann agus an mBord Bainistíochta chun chomhpháirtíochta idir baile agus scoil a bhunú.

Faoin Acht Oideachais, 1998 https://www.coimisineir.ie/userfiles/files/An_tAcht_Oideachais_1998.pdf
Alt 26

(1) Féadfaidh tuismitheoirí mac léinn scoile aitheanta cumann tuismitheoirí don scoil sin a bhunú agus a chothabháil as measc a lín agus beidh an ceart ag tuismitheoirí uile mhic léinn na scoile sin a bheith ina gcomhaltaí den chumann sin

(2) Déanfaidh cumann tuismitheoirí leasanna na mac léinn i scoil Cd.VI A.26 a chur chun cinn i gcomhar le bord, le Príomhoide, le múinteoirí agus le mic léinn na scoile agus, chun na críche sin, féadfaidh sé — (a) comhairle a thabhairt don Phríomhoide nó don bhord maidir le haon ní a bhaineann leis an scoil agus beidh aird ag an bPríomhoide nó ag an mbord, de réir mar a bheidh, ar aon chomhairle den sórt sin, agus (b) clár gníomhaíochtaí a ghlacadh lena ndéanfar páirteachas tuismitheoirí, i gcomhairle leis an bPríomhoide, in oibriú na scoile, a chur chun cinn.

(3) Déanfaidh an bord teagmháil a chur chun cinn idir an scoil, tuismitheoirí mac léinn sa scoil sin agus an pobal agus, i gcás tuismitheoirí ar mian leo cumann tuismitheoirí a bhunú, déanfaidh sé éascaíocht dóibh agus tabharfaidh sé gach cúnaimh réasúnach dóibh agus do chumann tuismitheoirí nuair a bheidh sé bunaithe.

(4) (a) Déanfaidh cumann tuismitheoirí, tar éis dul i gcomhairle lena chomhaltaí, rialacha lena rialófar a chruinnithe agus a ghnó agus seoladh a ghnóthaí. (b) Más rud é go mbeidh cumann tuismitheoirí cleamhnaithe le cumann náisiúnta tuismitheoirí, beidh na rialacha dá dtagraítear i mír (a) i gcomhréir le treoirlínte a bheidh eisithe ag an gcumann náisiúnta tuismitheoirí sin le comhthoilíú an Aire.

Aidhm Chumann na dTuismitheoirí:

Is í aidhm Chumann na dTuismitheoirí ná tuismitheoirí a chur ar a gcumas a bpáirt féin a dhéanamh maidir le deimhniú soláthar an oideachais is fearr dár bpáistí agus go mbainfidh sé seo amach trí chlár gníomhaíochtaí an Chumainn.

Cuirfidh Cumann na dTuismitheoirí chun cinn suimeanna na bpáistí i gcomhoibriú leis an mBord Bainistíochta, an Príomhoide, múinteoirí agus mic léinn, de réir soláthairtí an Acht Oideachais, 1998.

Obair Chumann na dTuismitheoirí:

Rachaidh Cumann na dTuismitheoirí faoi bhun clár gníomhaíochtaí a chuirfidh rannpháirtíocht tuismitheoirí chun cinn agus a thugann tacaíocht do dhaltaí, tuismitheoirí agus foireann scoile. Rachaidh Cumann na dTuismitheoirí i gcomhairle le Príomhoide na scoile agus é i mbun a gníomhaíochtaí a phleanáil.

Ballraíocht Chumann na dTuismitheoirí:

Meastar gurbh baill Chumann na dTuismitheoirí iad gach tuismitheoir nó caomhnóir páistí atá ag freastail ar Gaelscoil na Mara.

Coiste Chumann na dTuismitheoirí:

Roghnóidh baill Chumann na dTuismitheoirí coiste, suas go haon bhall déag den mhéid is mó agus síos le cúig bhall den mhéid is lú. Agus an Scoil ag fás go hingearach, seo a bheidh i gceist ná tuismitheoir amháin ó gach ceann de na hocht ranganna, beirt tuismitheoir ón mBord bainistíochta agus príomhoide na scoile. Is féidir le príomhoide na scoile ball eile na foirne a ainmniú chun freastal ar cruinniú muna bhfuil sé/sí le fáil. Go dtí sin, déantar gach iarracht duine ó gach grúpa ranga a chur san áireamh le suas go aon bhall déag den mhéid is mó mar atá luaite thuas.

Beidh sé faoi chúram an choiste seo ionadaíocht a dhéanamh ar thuismitheoirí Ghaelscoil na Mara agus gníomhaíochtaí Chumann na dTuismitheoirí a bhainistiú.

Stiúrfar cruinnithe an choiste ar slí a dhéanann cinnte gur féidir le gach tuismitheoir páirt iomlán a ghlacadh ar leibhéal an choiste.

Beidh gá ar córam bhaill an choiste 50% + 1 ag cruinnithe chun cinneadh ar bith a dhéanamh.

Fochoistí:

Is féidir fochoistí a chur le chéile le haghaidh tascanna ar leith. Is féidir leis na fochoistí daoine a chomhthoghadh chun cabhrú lena gcuid oibre. Ní féidir leis na fochoistí cinntí a dhéanamh; fanann siad i gcónaí freagrach ar an bpríomhchoiste. Is ball uathoibríoch é/í príomhoide na scoile ar gach coiste scoile agus is gá é/í a choimeád ar an eolas faoi aon teacht le cheile.

Toghchán Coiste Chumann na dTuismitheoirí:

Toghfad baill an choiste ag cruinniú ginearálta bliantúil (CGB) Chumann na dTuismitheoirí gach bliain. Toghfad gach ball ar feadh bliain amháin. Ag an CGB seasfaidh gach ball den choiste siar ach is féidir leo a bheith tofa arís fhad is atá siad incháilithe le bheith mar bhall den choiste, is é sin a rá fhad is atá siad mar tuismitheoir nó caomhnóir pháiste na scoile. Déanann an coiste cinnte go mbeidh 2 áit curtha in áirithe le haghaidh ball nua gach bliain. Is baill choiste iad tuismitheoirí a togadh ar an mBord Bainistíochta sa ghnáthchúrsa, ach ní bheidh céim oifigigh acu ar coiste Chumann na dTuismitheoirí. Ní bheidh an chéim oifigigh céanna ag duine áirithe ar feadh níos mó ná trí bhliain i ndiaidh a chéile.

Obair Chumann na dTuismitheoirí:

Beidh sé faoi chúram Choiste Chumann na dTuismitheoirí cinnte a dhéanamh go dtéann sé i gcomhairle le gach tuismitheoir i dtaobh ceisteanna ábhartha maidir leis an gcomhlacht tuismitheora ina iomlán. Is féidir le coiste Chumann na dTuismitheoirí comhairle a thabhairt don Phríomhoide agus don Bhord Bainistíochta maidir le hábhair a bhaineann leis an scoil de réir an Acht Oideachais, 1998, 26.- (2)(a).

Is é an coiste ná an fhoireann a bhainisteoidh tascanna an chumann ar son chomhlacht na dtuismitheoirí. Déanfaidh an coiste pleann do ghníomhaíochtaí an chumann, i chomhairle le tuismitheoirí agus de réir is mian leo.

Beidh sé faoi chúram an choiste cinnte a dhéanamh go mbíonn gníomhaíochtaí le déanamh ar slí éifeachtúil agus éifeachtach.

Rachaidh an coiste i gcomhairle le Príomhoide na scoile a dtiocfaidh ansin i gcomhairle leis an mBord Bainistíochta agus é ag déanamh pleann do chlár gníomhachtaí a bhaineann le bliain áraithe ar bith. Socróidh an coiste córas maidir le cumarsáid leanúnach leis an bPríomhoide agus socróidh an Príomhoide córas leis an mBord Bainistíochta.

Is féidir mír aontaithe ó Cumann na dTuismitheoirí a chur sa Nuachtlitir seachtaniúil nuair is gá. Tabharfaidh an coiste tuairisc do Chumann na dTuismitheoirí ag an CGB maidir lena obair. Bainisteoidh an coiste cuntas do airgid ar bith bailithe nó caite ag Cumann na dTuismitheoirí.

Is féidir le hobair an choiste na rudaí seo a leanas a chur san áireamh;

- Cruthú polasaithe i dtaca le príomhoide na scoile, an fhoireann agus an Bord Bainistíochta

- Eagrú agus cur ar siúil ócáidí tiomsaithe airgid le cead roimh ré ón mBord Bainistíochta

- Tacú ócáidí scoile/eagrú gníomhaíochtaí scoile le cead roimh ré ón mBord Bainistíochta

Airgid:

Cuirfidh coiste Chumann na dTuismitheoirí maoiniú ar fáil do ghníomhaíochtaí Chumann na dTuismitheoirí trí tiomsú airgid.

Ainmnítear cisteoir ó bhaill an choiste agus beidh sé/sí freagrach as cuntas ioncaim agus caithimh airgead Chumann na dTuismitheoirí. Tabharfaidh an cisteoir ráiteas ioncaim agus caithimh ag gach cruinniú coiste. Tabharfar ráiteas scríofa ioncaim agus caithimh ag an CBG agus cuirfear cóip de ar aghaidh chuig an Bord Bainistíochta mar eolas daoibh.

Coinneoidh Cumann na dTuismitheoirí cuntas bainc faoina ainm. Caithfidh go bhfuil dhá síniú ar gach seic a cuirtear amach. Caithfidh an cisteoir agus ball ainmnithe amháin eile an chumann, ar a laghad, gach seic tarraingthe as an gcuntas a shíniú.

Cuirtear aon airgead bailithe ag Cumann na dTuismitheoirí díreach isteach i gcuntas Bhord Bainistíochta na Scoile. Muna féidir é seo a dhéanamh, cuirtear an t-airgead isteach i gcuntas Chumann na dTuismitheoirí 'Coiste na dTuismitheoirí Ghaelscoil na Mara' agus ansin aistrítear an t-airgead isteach i gcuntas Bhord Bainistíochta na scoile láithreach.

Caithfidh fuilleach aontaithe de 300 euro fanacht i gcuntas Chumann na dTuismitheoirí i ndiaidh imeacht tiomsaithe airgid.

Déanfaidh an Bord Bainistíochta cinnte go bhfuil fuilleach oscailte 300 euro i gcuntas Chumann na dTuismitheoirí ag tús gach bliain scoile.

Tugann cisteoir Cuntas Chumann na dTuismitheoirí tuairisc maidir leis an airgead ar fad a sholáthraigh an cumann, fiú sa chás gur cuireadh an t-airgead i dtaisce go díreach i gCuntas an Bhord Bainistíochta.

Coinneoidh an Bord Bainistíochta cuntas an airgid a bhí soláthraithe ag Cumann na dTuismitheoirí agus caithfidh an Bord an t-airgead sin ar acmhainní, seirbhísí, imeachtaí srl. le haghaidh na páistí.

Tiomsú Airgid don Scoil:

Déanfaidh Cumann na dTuismitheoirí tiomsú airgid don scoil le comhaontú an Bhord Bainistíochta roimh ré. Aontóidh coiste Chumann na dTuismitheoirí leis an mBord Bainistíochta maidir leis na cuspóirí áirithe a bhaileoidh Cumann na dTuismitheoirí airgead.

Árachas:

Eagróidh an Bord Bainistíochta clúdach árachais do chumann na dtuismitheoirí gach bliain. Tugtar an teastas árachais do chumann na dtuismitheoirí.

Ballraíocht Chomhairle Náisiúnta na dTuismitheoirí, Bunscoil:

Coinneoidh Cumann na dTuismitheoirí ballraíocht Chomhairle Náisiúnta na dTuismitheoirí, Bunscoil, trí síntiús bliantúil.

Déanann sé seo cinnte go dtiocfaidh Cigireacht ón Roinn Oideachais i mbun plé le cumann na scoile agus í ag déanamh cigireacht iomlán na scoile.

Deimhníonn sé seo chomh maith go bhfuil Cumann na dTuismitheoirí ar an eolas leis na cúrsaí náisiúnta is déanaí.

Athrú an Bhunreacht:

Is féidir athraithe a dhéanamh ar an mbunreacht ag an CGB, nó, ar cúis phráinneach, is féidir cruinniú ginearálta úrghnách (CGU) a ghlaoch ar an gúis áirithe sin. Caithfear moltaí chun athraithe a chur ar an

mbunreacht a chur isteach i scríbhinn chuig coiste Chumann na dTuismitheoirí. Scaipfidh coiste Chumann na dTuismitheoirí na moltaí seo ansin chuig gach tuismitheoir roimh an CGB/CGU. Tá gach tuismitheoir pháistí na scoile i dteideal vóta a chaitheamh maidir leis na moltaí.

Minicíocht Chruinnithe:

Déanann cumann na dtuismitheoirí iarracht buaileadh le chéile gach 6 seachtaine i rith bhliain na scoile le haghaidh cruinnithe le tréimhse idir 60 nóiméad go 90 nóiméad.

Tugtar gach seans do bhaill an chumainn ar fad ceisteanna nó deacrachtaí a ardú le cur ar clár gnóthaí an chruinniú roimh ré.

Clár Gnóthaí Samplach do Chruinnithe:

1. Fáilte
2. Miontuairiscí
3. Nithe ag éirí as
4. Freagairt
5. Tuairisc Chisteora
6. Tuairisc Phríomhoide
7. Plean Bliana

8. Imeachtaí atá ag teacht aníos
9. Meastóireacht/athbhreithniú oibre Chumann na dTuismitheoirí.
10. Míreanna eile chlár gnóthaí aontaithe roimh ré
11. Críoch – Tuairisc Aontaithe le cur in iúl.

Instagram – Tuismitheoirí Gaelscoil na Mara:

Déanann Coiste na dTuismitheoirí bainistíocht ar a ngrúpa príobháideach féin ar Instagram. An t-ainm atá ar an ngrúpa seo ná 'Coiste Tuistí GSNM'. Is gá go mbeadh beirt ón gcoiste mar riarthóirí ar an ngrúpa seo. Baineann an grúpa seo le tuismitheoirí scoile amháin. Ní chuirtear grianghraif na bpáistí ar an leathanach seo.

Rialacha an Ghrúpa mar atá le feiceáil ar an Leathanach:

1. Be Kind and Courteous -We support our school staff and parents by contributing positive content. If there are concerns or complaints please follow the correct procedures and contact the school directly.
2. Keep it Relevant – This space is to empower parents with topical resources, build effective partnerships with other parents and support Irish language learning at home. Lets keep the content relevant.

Cuntas Ríomhphoist Chumann na dTuismitheoirí:

Is féidir le tuismitheoirí teagmháil a dhéanamh le Coiste na dTuismitheoirí tríd an seoladh ríomhphoist seo, coistetuiste@gael scoilnamara.ie

Beidh trí bhall den Coiste mar riarthóirí ar an gcuntas ríomhphoist.

Suíomh Greasáin na Scoile:

Cuirfear cóip den Bhunreacht seo faoi 'Coiste na dTuismitheoirí' ar shuíomh gréasáin na scoile, www.gael scoilnamara.ie

Cuirfear ainmneacha baill an Choiste ann chomh maith.

Sonraí Teagmhála na dTuismitheoirí:

Tabharfaidh an scoil sonraí teagmhála na dtuismitheoirí a thugann cead di é sin a dhéanamh don choiste. Beidh an coiste in ann na seoltaí ríomhphoist a chlárú ar a gcuntas ríomhphoist.

Ról an Bhoird Bainistíochta:

Tá Bord Bainistíochta na scoile freagracht as gach rud a dhéantar in ainm na scoile. Tugann an Bord údarás don phríomhoide an scoil a bhainistiú ar a son agus ba cheart go ndéantar gach teagmháil faoi obair an Choiste leis an bpríomhoide.

Cumarsáid leis an bPríomhoide:

Coimeádfaidh beirt, an rúnaí agus an cathaoirleach i dteagmháil rialta leis an bpríomhoide ar son an choiste.



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The Constitution of the Parent Association:

Gaelscoil na Mara

The Purpose of the Parent Association:

The purpose of the Parent Association is to provide a structure through which the parents/guardians of children attending Gaelscoil na Mara can work together for the best possible education for their children.

The Parent 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.

(4) (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 Aim of the Parent Association:

The aim of the Parent Association is to enable parents to play their part in ensuring provision of the best possible education for their children and that this is achieved through the Association's programme of activities.

The Parent Association will promote the interests of the children in co-operation with the Board of Management, Principal, teachers and students, in accordance with the provisions of the Education Act, 1998.

The Work of the Parent Association:

The Parent Association will undertake a programme of activities which will promote the involvement of parents and which will support pupils, parents and school staff. In planning its activities, the Parent Association will consult with the school Principal.

The Membership of the Parent Association:

All parents or guardians of children attending Gaelscoil na Mara will be deemed to be members of the Parent Association.

The Committee of the Parent Association:

The members of the Parent Association will elect a committee with a maximum of eleven members and a minimum of five members. When we grow vertically, this will mean one parent from each of the eight classes, the two parents on the Board of management and the school principal. The school principal can nominate another member of staff to attend a meeting if unavailable. Until then every effort will be made to include a representative from each class group up to a maximum of eleven members as stated above.

This committee will have responsibility for representing the parents of Gaelscoil na Mara and managing the activities of the Parent Association.

Committee meetings will be conducted in a way which ensures all parents can participate fully at committee level. A quorum of 50% + 1 committee member at meetings will be necessary for any decisions to be made.

Subcommittees:

Subcommittees can be set up for particular tasks. The subcommittees may also co-opt people to assist in their work. The subcommittees may not make decisions; they remain at all times accountable to the main committee. The principal is automatically a member of each school committee and must be kept informed of all meetings and gatherings.

The Election of the Parent Association committee:

The members of the committee will be elected each year at the AGM of the Parent 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. The committee will ensure 2 places are available for new members each year. Parents' representatives elected to the Board of Management are automatically members of the committee, but will not hold an officer position on the Parent 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 Parent Association:

The Parent Association committee will be responsible for ensuring that all parents are consulted on issues which are pertinent to the entire parent body. The Parent 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 parent body (the members).

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 who will then consult the Board of Management when planning the programme of activities for any particular year.

The committee will arrange with the Principal who will arrange with the Board of Management a system for ongoing communication.

The weekly Newsletter could include an agreed piece from the Parent Association when necessary. At the annual general meeting (AGM) the committee will report to the parent body (the members) about its work. The committee will manage and account for any funds collected or expended by the Parent Association. The committee's work could include;

- Policy formation in conjunction with the school principal, staff and board of management
- Organising and running school fundraising events with the prior approval of the board of management
- Supporting school events / organising school activities with the prior approval of the board of management

Finance:

The Parent Association committee will finance the activities of the Parent 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 Parent 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.

The Parent Association will keep a bank account in its name. Each cheque issued requires two signatures. The Treasurer and at least one other assigned member of the committee must sign all cheques drawn on the account.

Any money raised by the Parent Association is lodged directly into the School's Board of Management Account . If this is not possible, the money is lodged into the Parent Association Account 'Coiste na

dTuismitheoirí Ghaelscoil na Mara ' and then transferred immediately into the school's Board of Management account.

An agreed balance of 300 euro must remain in the Parent Association account after a fundraising event.

The Board of Management will ensure the Parent Association account has an opening balance of 300 euro at the start of each school year.

The Treasurer of the Parent Association Account reports on all money raised by the association even if the money was lodged directly into the Board of management Account.

The Board of Management will keep an account of this money raised by the parent association and will spend it on previously agreed resources, services, events etc for the children.

Fundraising for the School:

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

Insurance:

The Board of management will arrange insurance cover for the parents association each year. The certificate of insurance is given to the parents association.

Membership of National Parents Council Primary:

The Parent Association will maintain membership of the National Parents Council Primary by annual subscription. This ensures that the Department of Education's Inspectorate will liaise with the school's association when conducting whole school inspections. This also ensures that the parent association is kept up to date with national issues. 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 Parent Association committee. The Parent Association committee will then circulate these proposals to all parents before the AGM/EGM. All parents of children in the school at the meeting are eligible to vote on the proposals.

Frequency of Meetings:

The parent association committee strive to meet every six weeks throughout the school year for a meeting from between 60 mins and 90 mins.

All committee members are given the opportunity to raise issues to be added to the agenda in advance of the meeting.

Sample Agenda for Meetings:

1. Welcome
2. Minutes
3. Matters Arising
4. Correspondence
5. Treasurer's Report
6. Principal's report

7. Year Plan
8. Upcoming Events
9. Evaluation/Review of the work of the parents association.
10. Other agenda items agreed in advance
11. Close – Agreed Report for communicating

Instagram – Tuismitheoirí Gaelscoil na Mara:

The Board of Management has agreed to the Parents Committee managing their own private Group on Instagram. This group is called 'Coiste GSNM'. Two members of the committee are to act as administrators of this group. Only school parents are allowed access this group.

Photographs of the children are not uploaded onto this page.

Group Rules from the Admins:

1. Be Kind and Courteous -We support our school staff and parents by contributing positive content. If there are concerns or complaints please follow the correct procedures and contact the school directly.
2. Keep it Relevant – This space is to empower parents with topical resources, build effective partnerships with other parents and support Irish language learning at home. Lets keep the content relevant.

Coiste na dTuismitheoirí E-Mail Address:

Parents can contact the Parents' Committee directly through their email, coistetuiste@gaelscoilnamara.ie Three members of the parents' committee will act as administrators for this email account.

School Website:

A copy of this constitution will be uploaded on the school's website under 'Coiste na dTuismitheoirí', www.gaelscoilnamara.ie

The names of the committee members will also be uploaded onto the website.

Newsletter or Committee News:

The committee can draft with the principal a news piece on the Committee's work for inclusion in the school's newsletter or the committee can draft with the principal an independent newsletter to be sent out on occasions with the school's weekly newsletter.

Parents' Contact Information:

The school will give the parents' contact details (those who specifically gave the school permission to pass these details on) to the parents' committee. The committee will be able to add these contact details to their email account.

Role of the Board of Management:

The Board of Management has overall responsibility for everything that happens in the name of the school. The Board gives the principal authority to manage the school on their behalf and all correspondence in relation to committee matters should be sent to the principal.

Communication with the Principal:

Two members will communicate with the school principal on behalf of the committee, the committee secretary and chairperson.