



Scoil Bhailenóra

***Cumann na dTuismitheoirí - Parents' Association***



**CONSTITUTION FOR BALLINORA NATIONAL SCHOOL  
PARENTS ASSOCIATION**

**Purpose:**

The purpose of the Parents Association is to provide structure through which the parents of children attending Ballinora 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.

**Aim:**

The aim of the Parents 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 Associations program of activities. The Parents Association will promote the interests of the students in co-operation with the Board of Management, principal, teachers and students, in accordance with the provisions of the Education Act, 1998. (See appendices).

The Parents Association will undertake a program of activities which will promote the involvement of parents and which will support pupils, parents and school staff. All activities will be conducted after consultations with the principal.

**Membership:**

All parents or guardians of children Ballinora National School will be deemed to be members of the Parents Association.

**Committees:**

At the annual AGM to be held every October the members of the Parents Association will elect a committee with a minimum of 4. The committee will have responsibility for representing the parents Ballinora National School and managing the activities of the Parents Association. Sub committees are to be set up to run and co-ordinate the activities. The members of the sub-committees can change for each activity as decided by the chairperson. Members of the Sub committees are accountable at all times to the main committee.

### **Election of the Parents Association Committee**

Members are to be elected each October at the AGM. Their elected term is for a period of 1 year. All existing members are to step down, but can be re-elected as long as they continue to be eligible to serve (i.e. have a child in the school). The outgoing secretary will facilitate the election until a chair person is elected

and the chairperson then continues with the election of the remaining officers (i.e. Secretary, Treasurer and Pro.)

Class representatives are also to be elected at the AGM, to facilitate communication between the Committee and the parents. Ideally a representative for the boy's parents, and one for the parents of the girls.

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

Every four years the parent's nominees on the Board of Management will be elected at a Parents Association meeting. This election will take place after all other agenda matters have concluded. All parents are eligible to seek election for the four-year term again the criteria remain constant i.e. you have a child in the school for the full 4-year term.

### **Work:**

The Parents Association will be responsible for ensuring that all parents are consulted on issues which are pertinent to the entire parent body. The Parents Association committee may make suggestions to the principal and Board of Management on any matters relating to the school in accordance with the Education Act 1998.

The committee is a team that will manage the tasks of the association on behalf of the parent body.

The committee will draw up a plan of activities discussed at the monthly meetings in consultation with the parents and according to their wishes.

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

The Chairperson/Secretary will be the contact between the Parents Association and the Principal when planning the program of activities for the year.

At the AGM the committee will report to the parent body about its work.

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

The Parents Association is not a forum for complaint against an individual teacher, parent or child, nor does it have a role in pursuing individual complaints. The Parents association can assist in introducing the parents to a complaints procedure which is available through the National Parents Council or on the [school website](#).

We are very fortunate to have a number of parents who's occupation, hobbies and passions can add to the educational experience of the children. The Parents Association can be a forum for the school to reach out to parents or parents to offer support to the school.

### **Finance:**

The Parents Association committee will raise funds to finance the activities of the Parents Association.

The treasurer will give a statement of income and expenditure at each committee meeting. This combined report will be available at the AGM for all members to examine. Copies of this report can be made available to the Board of Management by the parent representatives.

The Parents 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. At the AGM these signatories will be decided on and inform the holding bank immediately.

All fundraising will be approved by the Board of Management, and they will be informed before any activity takes place. The Parents Association committee will agree in advance of all activities the purpose for which these funds are to be used. All monies raised for an agreed school project should be lodged to the school account.

### **Membership of the NPC**

The PA will maintain membership of the National Parents Council by annual subscription.

### **Changing the above Constitution;**

Any changes to the above constitution can be made at the AGM. Or if for an urgent reason an EGM may be called for that specified 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. All parents of children in the school at the meeting are eligible to vote on the proposals. All voting for changes must have at a minimum a quorum plus one member to be valid.

### **Appendices**

The Education Act 1998

Section 26- (1) The parents of students of a recognized school may establish and maintain from among their numbers a Parent 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 interest of the student in a school in co-operation with the board, principal, teachers and student 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 regards to any such advise.
  - (b) adapt 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 follow 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 refer to paragraph (a) shall be in accordance with the guidelines issued with the national association of parents with the concurrence of the Minister.

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