



THE CONSTITUTION OF THE PARENT ASSOCIATION OF “Gaelscoil Charraig Uí Leighin”

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 the school 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 students 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 and Vice Principal.

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 shall meet at least once per month.

Four members of the committee need to be present for the group to make a decision. This is a quorum of the member of 50% +1.

A committee member who misses three consecutive meetings without notification to the committee shall be deemed to have resigned.

The committee shall have the right to co-opt a replacement in the event of a resignation.

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 and Board of Management when planning the programme of activities for any particular year.

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

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/individual officers will facilitate a handover to the incoming committee/officer.

Committee Meetings may be held in advance of Parent Association meetings to plan agendas, review correspondence, plan upcoming events and evaluate ongoing work. These will also be discussed at the PA meetings.

Any communication from the Coiste Cairde is first distributed by the school on the Aladdin noticeboard. Class Representatives can then further circulate the information.

The Membership of the Parent Association

All parents or guardians of children attending Gaelscoil Charraig Uí Leighin will be deemed to be members of the Parent Association.

Membership of National Parents Council Primary

The Parent Association will maintain membership of National Parents Council Primary by annual subscription.

The committee of the Parent Association

The members of the Parent Association will elect a committee with a maximum of 6 and a minimum of 3. Officers as follows: Chairperson, Vice Chairperson, Secretary, Co-Secretary, Treasurer, PRO, shall be elected at the AGM.

This committee will have responsibility for representing the parents of Gaelscoil Charraig Uí Leighin and managing the activities of the Parent Association.

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.

Class representatives are nominated as a subcommittee to assist with direct communication from the PA committee.

A subcommittee must include at least one member of the PA officers. A WhatsApp group will be set up for the duration of the task.

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 if 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 6 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.

Class Representatives will be voted in annually at the AGM. They will be nominated by their individual classes but in the case where no nomination is made, we will request a volunteer.

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.

Communication

Parent Association meetings are held monthly within the school halla.

The committee communicate regularly within a messaging app to facilitate group discussion.

3 What App groups established annually at the start of each new committee term.

Group Name	Number of Members	Administered By
Committee Group	6 Committee Members	Committee Officers ONLY
Class Representative Group	26 Members; 1class representative from each class	Public Relations Officer(PRO) and Chair ONLY
Coiste Cairde Group	All parents/guardians of children in the school	Committee Officers ONLY

When required a subcommittee WhatsApp group will be established for the purpose of the event only.

All parents/guardians of children of the school may contact the Coiste Cairde Committee directly via e-mail: coistecairdegsc@gmail.com

Any derogatory or negative comments, communication or content will be brought to the attention of the school management.

Should any specific queries regarding the schools' policies and procedures arise we encourage parents to liaise directly with the school's staff to work together for the best possible education for our children.

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. At no time can the account be overdrawn.

All funds raised will be lodged in the PA Bank Account. The Bank account has four signatories, Treasurer, Chairperson, Vice Chairperson and Secretary. Any two signatories will be required for withdrawals. The Treasurer will present the PA's annual Financial Accounts at the AGM.

All accounts are certified by the BOM accountant at the end of each school year. A float of €1000 will remain in the Coiste Cairde account at the end of the year and the remaining funds to be transferred to the school back account.

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.

Mayelle N Cholant 3 Dec 2020.