



FOSL is a parent-staff association which has charitable status. It was formed over twenty years ago to advance the education of the pupils of the school by providing equipment and activities at the school (not normally provided by the Local Authority). It also organises informational and social events for adults connected with the school. FOSL has a small committee of volunteers and helpers are always welcome.

## **F.O.S.L. Constitution**

### **1. TITLE**

The Association shall be called the Friends of St. Luke's Primary School (F.O.S.L.).

### **2. AIMS**

The objects of the Association are to advance the education of the pupils of the school by providing and assisting in the provision of facilities for education at the school (not normally provided by the Local Education Authority). In the furtherance of this objects the Association may :

- a) Foster more extended relationships between the staff, parents and others associated with the school.
- b) Engage in activities, which support the school and advance the education of the pupils attending it.

### **3. MEMBERSHIP**

Membership shall consist of all persons with parental responsibility for children attending the school, all grandparents, parents of pupils who have left, friends of the school, teachers, all other school staff and governors of the school.

### **4. MANAGEMENT**

- (i) The management of the Association shall be vested in a Committee consisting of the following officers :

Chairman, Vice Chairman, Honorary Secretary, Honorary Treasurer

Together with at least one other member.

- (ii) The association shall annually elect officers at the Annual General Meeting.
- (iii) 3 members of the Committee shall constitute a quorum
- (iv) The Committee is empowered to co-opt additional members.

(v) The Committee may appoint sub-committees, as it deems necessary who shall report to the committee all acts and proceeding.

(vi) Committee meetings shall be held at least once each term.

## 5. ANNUAL GENERAL MEETING

The Annual General Meeting will be held in the Autumn term.

At the Annual General Meeting the chair shall be taken by the Chair Person or in his/her absence by the Vice Chair Person of the Committee.

Nominations for the membership of the Committee shall be proposed and seconded by members and should have the consent of the nominee. Nominations will be accepted during the Annual Meeting itself.

## 6. SPECIAL GENERAL MEETINGS

Special General Meetings may be called by :

a) The Secretary.

b) By direction of the General Committee.

c) By written request of at least 10 members of the Association.

Thirty days notice will be given of any Special General Meeting to all members of the Association.

## 7. FINANCES

(i) An auditor whom is not a member of the Committee and is independent of the day to day running of the charity shall be elected annually at the AGM to audit the accounts and books of the Association.

(ii) The Honorary 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 audited for approval by the members at the Annual General Meeting.

(iii) A Bank Account shall be in the name of the Association and withdrawals may be made on the signature of any two Officers of the Association selected from four nominated officers.

(iv) The financial year shall commence on the 1st April.

## 8. THE RULES

The General Committee shall be the sole authority for the rules and the decision of this Committee on all matters affecting the Association and not provided for in the rules shall be final and binding on all members.

No alteration of the rules may be made except at the Annual General Meeting or at a Special Meeting called for this purpose. No alteration or amendment shall be made to the objects clause or dissolution clause which would cause the Association to cease to be a charity at law. Alterations to the Constitution shall receive the assent of two thirds of the members present and voting at an Annual General Meeting or Special General Meeting.

## 9. DISSOLUTION

The Association may be dissolved by a resolution called for this purpose. The resolution must have the assent of two thirds of those present and voting. Such resolutions may give instructions for the disposal of any assets remaining after satisfying any outstanding debts and liabilities.

Those assets shall not be distributed among members of the association but will be given to the school for the benefit of the children, 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.