

RIVERSIDE COUNTY PRIMARY SCHOOL

'FRIENDS OF RIVERSIDE SCHOOL'

CONSTITUTION

1. The name of the Association shall be 'Friends of Riverside School'.
2. The object of the 'Friends' is 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) and as an ancillary thereto and in furtherance of this object the 'Friends' may: -
 - a) Foster more extended relationships between staff, parents and others associated with the 'Friends'; and
 - b) Engage in activities, which support the School and advance the education of the pupils attending it.
3. The 'Friends' shall be non-political.
4. Parents of children at the school shall be automatically members of the Friends of Riverside School.
5. The Head teacher will be an ex-officio member of the Friends of Riverside School.
6. The management and control of the Friends of Riverside School shall be vested in a Committee which shall consist of the following:
 - Chairperson
 - Vice-chairperson
 - Treasurer
 - Secretary
 - A minimum of 7 and a maximum of 20 other members representing the first and subsequent years
 - The Head teacher and at least one member of staff
7. The greater number of 5 members or one third of the total number of members of the Committee shall constitute a quorum.
8. Committee meetings shall be held at least once each term at such times and places as the Committee shall direct.
9. Committee members will be eligible to remain on the Committee for as long as they have a child attending the School.
10. The Annual General Meeting of the Friends of Riverside shall be held in October of each year. At the Annual General Meeting the Chair shall be taken by the Chairperson or in his/her absence by the Vice-chairperson of the Friends of Riverside School.
11. 10 members shall constitute a quorum at the Annual General Meeting.
12. The Committee shall have the power to co-opt up to 4 members and to appoint any sub-committee and shall prescribe the function of any such sub-committee provided that all acts and proceedings of any such sub-committee shall be reported to the Committee as soon as possible and provided further that no such sub-committee shall expend funds of the Friends of Riverside otherwise than in accordance with a budget agreed by the Committee.

13. A Special General Meeting shall be convened at the request in writing to the Secretary of 10 members of the Friends of Riverside School. Such a meeting shall be held within 30 days of the request. Agenda and motions submitted shall be circulated to all members.
14. The Committee may fill casual vacancies on the Committee by co-option.
15. At the first Committee meeting after the Annual General Meeting the Committee shall elect a chairperson, a Vice-chairperson, a Treasurer and a Secretary from amongst its members.
16. No alteration to the Constitution may be made except at the Annual General Meeting or at a Special Meeting called for this purpose.
17. No amendments or alterations shall be made without the prior written permission of The Charity Commission to the objects clause, the dissolution clause, clause 16 or this clause and no alteration shall be made which could cause the Friends of Riverside to cease to be a charity in law. Alterations to the Constitution shall receive the assent of two thirds of those present and voting at an Annual General Meeting or Special General Meeting.
18. The Honorary Treasurer shall keep an account of all income and expenditures and shall submit accounts, duly signed at the Annual General Meeting. The Banking account shall be in the name of the Friends of Riverside School and withdrawals shall be made in the name of the 'Friends' on the signature of any two of the following:
 - a) Chairperson
 - b) Treasurer