



**Aims/Objectives:**

1. To provide a structure for the involvement of parents in the education of their children.
2. To liaise with the Principal and/or the Board of Management on relevant issues.
3. To promote the interests of the students in co-operation with the Board of Management, the Principal, teachers and students.
4. To facilitate social opportunities for parents at school-related events and meetings.
5. To undertake fundraising and other activities to achieve the aims and objectives of the Association.

**Membership:**

1. Membership of the Association includes all parents (or guardians) of the children who currently attend the Infant Girls' School. In addition, the Committee may co-opt, to the Association, a number of members, not necessarily parents of children attending the Infant Girls' School, whose expertise may help the Committee in carrying out the aims and objectives of the Association.

**Structure:**

2. The Association shall be structured as to:
  - a) A Committee, which manages the affairs of the Parents' Association, and
  - b) Sub-committees, as required, to manage areas of activity as defined by the Committee, and which it considers to be relevant to the aims and objectives of the Parents' Association.
3. The Committee shall comprise a minimum of six positions including Chairperson, Deputy Chairperson, Secretary, and Treasurer. The two parent nominees to the Board of Management shall be ex-officio members of the Committee.
4. The Committee Chairperson shall be elected by the Parents' Association at its June meeting and shall take office from the following September.

5. The other elected Committee members shall be elected at the first Parents' Association meeting of the school year.
6. A member elected to the Committee shall hold office for one year and may be re-elected but may not hold the same office for more than two consecutive years
7. The Committee shall hold at least four meetings (but preferably monthly meetings) during the school year at dates and times agreed at the first Committee meeting after the Annual General Meeting.
8. Any member may participate in a sub-committee by indicating their availability. Members of subcommittees shall choose, at their first meeting, a sub-committee chairperson from among its members.
9. The membership of sub-committees is not restricted in number.

**Finance:**

10. The Association will finance its activities through fundraising specifically to achieve the aims and objectives of the Association.
11. The Treasurer shall be responsible for keeping the accounts of the association. The Treasurer will give a statement of income and expenditure at each Committee meeting and will give a written statement of income and expenditure at the AGM.
12. Fundraising activities will be agreed in advance with Board of Management and will be for projects agreed with the Board of Management.

**Annual General Meeting:**

13. The Annual General Meeting ("AGM") of the Parents' Association shall be held in the first term of each school year.
14. Notice of the AGM shall be sent to all parents or guardians of students attending the Infant Girls' School at least one week in advance of the date scheduled for the AGM.
15. Resolutions at the AGM shall be decided by vote on the basis of simple majority of those attending.
16. This Constitution can only be amended by resolution adopted by two-thirds of those present and voting at a General Meeting.

Effective Date: 28 September 2020