





















This is the constitution of Sandaig Primary School Parent Council

1. The name of the association will be Sandaig primary School Parent Council
 2. The objectives of the Sandaig primary School Parent Council are:
 -  To work in partnership with the school to ensure inclusion of parents, children, staff and the wider community.
 -  To identify and represent the views of parents/carers on the education provided by the school and other matters affecting the education and welfare of the children.
 -  To engage parents and carers in the life and work of the school regarding direction and policy.
 -  To develop and engage in activities (e.g. events and fundraising) which support the education and welfare of the children.
 -  To enable parents to share ideas, interests and skills for the benefit of the school.
 3. The membership of the parent council shall have a minimum number of four and a maximum number of sixteen and will be open to
 -  All parents and carers of children attending Sandaig Primary School
 -  A representation of staff
 -  A representation of the children from Sandaig primary
 -  Associate members of parents and carers of former children
 -  Co-opted members of the community (e.g. councillor, minister)
- Any parents of a child can volunteer to be a member of the parent council. There is an expectation of a commitment to attend meetings. In the event that the number of volunteers exceeds the number of places set out in the constitution, members will be selected by a random draw. The parent council may co-opt up to four members each year. The existing parent council must approve co-opted membership by a vote.
4. The parent council, immediately following its formation, will agree the appointment of office bearers.
 -  Office-bearers consist of the Chairperson
 -  The chair will normally be elected for a period of two years or as agreed by the parent council.



 The Chair must be a parent/carer of a child currently attending Sandaig primary School.

5. The Annual general meeting (AGM) must be held within 18 months of the last one. A notice of the meeting will be sent to the Parent Forum. The meeting will include

-  A report on the work of the parent council
-  Approval to any changes to the constitution
-  New parent council elected and approved
-  Re-election of office-bearers as applicable
-  The AGM will be followed by a parent council meeting.

6. The parent council will meet at least once each school term.

Should a vote be necessary to make a decision, each parent/carer member at the meeting will have one vote, with the Chair having the casting vote in the event of a tie.

Any two members of the parent council can request that an additional meeting be held, and all members of the parent council will be given at least one week's notice of the date, time and place of the meeting.

If a parent council member acts in a way that is considered by other members to undermine the objectives of the parent council, their membership will be terminated if the majority of parent members agree.

Termination of membership would be confirmed in writing to the member.

Copies of the minutes from the meetings will be posted on Twitter and the school website.

7. Meetings will take place in Barlanark Community Centre and lets, if required, will be paid for from the Parent Council budget provided by the Scottish Government. If unable to access the Community Centre the PC can agree to hold the meetings at an appropriate alternative venue or through an online forum.

8. Confidentiality

Individual pupils, staff or families or situation should not be discussed at parent council meetings. All members of the parent council will be bound by confidentiality at all times.



Sandaig Primary School
Parent Council Constitution



Kindness, Respect & Safe

