



Constitution

1. Name

The association shall be called the **Ysgol Glan Morfa Parent Teacher Association** (hereinafter referred to as "the PTA").

2. Our Purpose

The PTA exists to make school life better for all children at Ysgol Glan Morfa. We do this by:

- Bringing parents, carers and school staff together.
- Raising funds to support learning and play.
- Helping provide extras that create a richer school experience.
- Supporting events that build community and strengthen relationships.

In short: we work together to help every child thrive.

3. Membership

- Membership is open to all parents, carers, and staff of Ysgol Glan Morfa.
- Membership is free and automatic upon joining the school
- Any member may resign by giving written notice to the Committee.
- All members are encouraged to participate, share ideas and attend meetings.

4. The PTA Committee

The PTA is overseen by a committee of volunteers elected at the Annual General Meeting (AGM). Committee roles usually include:

- Chair: leads the PTA and oversees meetings.
- Vice Chair: supports the Chair.
- Treasurer: manages finances.
- Secretary: keeps records and assists with communication.
- Ordinary Members: support the work and decision-making of the PTA.

Other roles may be created if agreed by the membership. Committee members serve for one year and may stand for re-election.



5. Meetings

- The Committee shall meet at least three times per academic year.
- An Annual General Meeting (AGM) shall be held once a year.
- All members may attend and vote at the AGM.
- At least fourteen days' notice shall be given for any general meeting, including the AGM or any Extraordinary General Meeting (EGM)

At the AGM we will:

- Share what we've achieved.
- Review the PTA's finances.
- Elect the new Committee.
- Approve any updates to how the PTA is run.

Everyone is welcome and encouraged to attend.

6. Finance

All money raised by or on behalf of the PTA shall be used to further our aims and support the pupils of Ysgol Glan Morfa. To ensure transparency and good practice:

- A bank account shall be held in the name of the PTA.
- All payments must be approved by two unrelated committee members.
- The Treasurer shall present a financial report at the AGM.
- Financial decisions will always prioritise openness, fairness, and responsible use of funds.

7. Amendments

This constitution may be amended at an AGM or EGM if:

- Members have been given at least fourteen days' notice of the proposed changes, and
- At least two thirds of those voting approve the amendment.



8. Dissolution

If the PTA is ever dissolved:

- All debts and outstanding bills must be paid.
- Any remaining funds shall be donated to Ysgol Glan Morfa for the direct benefit of the pupils.
- If this is not possible, the membership may choose another charitable organisation with similar aims.

APPROVED BY THE PTA COMMITTEE

Date : _____

Chair Signature : _____

Treasurer Signature : _____