# WANDSWORTH SCHOOL OF BUILDING PARENTS ASSOCIATION




# HAND BOOK

# Wandsworth School of Building Parents Association

The Association is formed from the whole of the parents and guardians of boys receiving education at the school. The Constitution is, therefore, completely democratic, and there is no actual subscription laid down by the rules, in order that no parent, however limited his or her means are, need be excluded from membership.

The finances of the Association are arranged by a voluntary contribution of one shilling per term, facilities for paying which are afforded each term, but no steps are in fact taken to enforce payment of the voluntary subscription from any parent who is unable or unwilling to meet it. In addition to the voluntary subscription of a shilling, the Association welcomes, each term further payments, of any amount, as voluntary donations.

The Association itself is managed by a Council of twenty parents who are elected annually at the General Meeting held during the Autumn Term and every parent has a right both to nominate candidates for the Council and to vote. In addition, four masters will have seats on the Council, one of whom shall be the Master-in-Charge, another the Second Master and two others, one representing the trade side and one the general side of the School, both of whom shall be appointed annually by the Staff at the beginning of the Autumn Term.

The Headmaster will be an ex-officio member of the Council.

The activities of the Association are directed, in wide terms, to any object which can benefit the school as a whole or individual scholars, and in particular the Association is anxious to provide additional facilities for athletic activities and for the encouragement of any school activity which, being outside the official curriculum is not financed by grants from the Government or London County Council

Apart from these activities, the Association in general meeting, which takes place *at least* once a term, discusses any question of educational interest which may affect the school as a whole, and at these meetings full facilities are given for interested parents to speak on the topics under discussion.

It is the practice of the Headmaster and Staff to afford facilities immediately before the terminal meetings for parents to discuss with them their boy's work and progress. Thus the Association provides a convenient and useful channel of communication between parents and members of the Staff.

The Association aims to provide assistance to boys in cases of real and urgent hardship.

Parents of new boys will be cordially welcomed, both as members of the Association and to its meetings.

Communications from parents on any subject of general interest will be welcomed by the Secretary, who can be addressed c/o the Head Master at the School.

# Wandsworth School of Building Parents Association

## RULES

**1. NAME AND MEMBERSHIP.**

That this Association shall be called "The Wandsworth School of Building Parents' Association."

**2.** Membership of the Association shall be open to all Parents or Guardians of boys attending Wandsworth School of Building. Governors of the School and members of the School Staff shall be honorary members of the Association but shall not be entitled to vote on any subject except as parents or guardians of boys attending the school. Membership of the Association shall be open to any parent or guardian of a past pupil at his or her request.

**3. OBJECTS.**

The aims and objects of the Association shall be to co-operate with the staff of the school in all matters affecting the physical, social and moral welfare of the pupils, to discuss educational topics in general and the special problems of the school in particular, and to take such action as may be deemed necessary or desirable within the limits imposed by the powers and authority of the Governing Body, the London County Council and Ministry of Education.

## 4. EXECUTIVE.

The Executive shall consist of a Council of twenty members who shall be elected at the Annual General Meeting in the Autumn Term, together with four masters, one of whom shall be the Master-in-Charge, another the Second Master and the other two elected by the Staff at the beginning of the Autumn Term, one master representing general subjects and the other trade.

**5.** The Council shall elect the officers of the Association for the ensuing year at a meeting to be held immediately after the termination of the Annual General Meeting.

**6.** The President shall be Chairman at all meetings and failing his attendance, the Vice-President; failing the presence of the latter, the meeting shall elect its own Chairman.

**7.** Eight of the Council shall form a quorum.

**8.** Not more than one parent or guardian of any boy shall be permitted to sit upon the Council except when one parent or guardian is President of the Association. when he will have the casting vote only.

**9.** The Council shall have power to co-opt any person or persons whose knowledge in its judgment may be of service to the Association, but such person or persons shall not be entitled to vote at Council Meetings.

## 10. MEETINGS.

Meetings of both the Council and the Association shall take place at least once per Term. In the case of the Autumn Term General Meeting, a clear month's notice shall be given to all members.

**11.** Not fewer than twelve members of the Association can demand a General Meeting at any time within any recognised term upon giving at least four week's notice, stating the reason for requiring the Meeting.

**12.** The Chairman shall have the casting vote at all Meetings.

**13.** Minutes shall be kept of all Meetings of the Association and of the Council by the Secretary.

## 14. ELECTIONS.

Nominations for the Council will be accepted at the Annual General Meeting held at the beginning of the Autumn Term when they will be voted on and the Council chosen.

**15.** Any member admitted to the Council shall serve for the whole year irrespective of whether the son or ward of that member leaves during that period. He will also be eligible for re-election at the next Annual General Meeting.

## 16. GENERAL PURPOSES FUND.

At the commencement of each term an invitation shall be sent to all members to suscribe one shilling per family, together with any donation which any member may care to contribute. A

receipt shall be given for such voluntary subscriptions and/or any donations.

The Treasurer and Trustee appointed to deal with this fund shall present at the Annual General Meeting held during the Autumn Term, a statement of accounts of the previous year which shall be audited by two members outside the Council chosen there and then by those present at the Meeting. The Trustee shall also be appointed at the Annual General Meeting for the ensuing year. Questions on the Statement of Accounts may be asked of the Treasurer and Trustee by members of the Association.

The fund shall be administered by the Council and shall in general be used for the purpose of financing approved but unofficial activities within the school, for the expenses of which little or no claim can be made upon public funds; thus fulfilling the objects of the Association, by supplementing the voluntary work of the Staff, ensuring the fullest measure of opportunity for the cultivation of social, cultural and athletic interests on behalf of the boys.

A full report of the activities subsidised shall be made from time to time at the Parent's Meetings.

The Council shall also be empowered to meet from this fund all reasonable expenses incurred in running the Association.

## 17. SPEAKERS.

Speakers may be invited to address Meetings on special subjects with the Consent of the Council.

## 18. ATTENDANCE ROLL.

The Secretary shall prepare a list showing the actual number of attendances made by each individual member of the Council at Council or sub-committee meetings.

## 19. RULES.

These rules shall be altered only with the consent of a General Meeting of the Parents' Association. Notice of any suggested alteration must be forwarded to the Secretary at least fourteen days prior to the date of the General Meeting.

No alteration shall be valid except with the approval of sixty per cent, of the members present and voting at the General Meeting.

Any alteration of the rules so approved shall be incapable of reversal until at least one complete year has elapsed subsequent to the approval.

## 20. GENERAL.

In order that the parents may be, and continue, united in their common concern for and interest in the school, controversial subjects upon which political-partisan or denominational feeling is likely to be aroused, shall not be discussed, nor shall any contribution from the General Purposes Fund be made to bodies engaged in the furtherance of such controversial objects.

F. J. LAMB,
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