



Bun-stèidh Comhairle nam Pàrantan Bun-sgoil Ghàidhlig Loch Abar
Constitution of Bun-sgoil Ghàidhlig Loch Abar Parent Council

Air bhuil 9^{mh} den t-Ògmhios 2014 / Adopted 9th June 2014

The name of the Parent Council will be "Pàrantan Bun-sgoil Ghàidhlig Loch Abar" otherwise known as Pàrantan BSGLA.

1. Aims and Objectives / Amasan

- a. To protect and nurture the Gaelic ethos and the Gaelic immersive learning environment within the school for the benefit of current and future generations.
- b. To provide information to parents on the particular characteristics and requirements of Gaelic Medium School and to make them aware of their roles and responsibilities in assisting the school in the delivery of a Gaelic medium learning environment.
- c. To work in partnership with the school to develop, implement and manage a Gaelic Language Plan.
- d. To work in partnership with the school to create a welcoming school which is inclusive for all parents.
- e. To promote partnership between the school, its pupils and all its parents.
- f. To develop and engage in activities which support the education and welfare of the pupils.
- g. To identify and represent the views of parents on the education provided by the school and other matters affecting the education and welfare of the pupils.
- h. To raise funds, apply for and receive grants, and accept gifts for the benefit of the school.
- i. To promote and encourage the use of Gaelic as the natural means of communication within the school and its associated activities.

2. Membership / Ballrachd

- a. The membership of the Parent Council will be made up of eight parents who will be chosen by the Parent Forum.
- b. The Head Teacher or his/her appointed representative will have both a right and a duty to attend meetings of the Parent Council.

3. Election / Taghadh

- a. The Parent Council will be selected for a period of one year after which members may put themselves forward for re-selection if they wish.
- b. Anyone not selected to be a member of the Parent Council may be offered the opportunity to be part of any sub-groups set up by the Council.
- c. The Parent Council will have the capacity to set up a sgoil-àraich sub-group.
- d. The Parent Council will have the capacity to set-up a fundraising sub-group.
- e. If numbers on the Parent Council fall to 4 or less, an election will be held for the vacant positions.

4. Office Bearers / Oifigich

- a. The Chair, Secretary and Treasurer of the Council will be agreed by the Parent Council members at the first meeting following its formation.
- b. The Parent Council will be chaired by a parent of a child attending Bun-sgoil Ghàidhlig Loch Abar.
- c. If the child ceases to be a pupil, a new Chair will be agreed at the next meeting.
- d. The secretary shall keep or oversee Minutes of all Meetings of the Council and shall be responsible for all correspondence in connection with the Council.
- e. The Parent Council will have the capacity to, in consultation with the Head Teacher, appoint clerical support. Any appointed clerk will have the ability to operate effectively in Gaelic and English.
- f. The Parent Council will work closely with Comann nam Pàrant (a' Ghearsdain)

5. Communication with the Parent Forum / Conaltradh ri Fòram nam Pàrant

- a. The Parent Council is accountable to the Parent Forum for Bun-sgoil Ghàidhlig Lochabair and will make a report to it at least once each year on its activities on behalf of all the parents.
- b. The Parent Council will hold open meetings for the Parent Forum at least twice annually.
- c. If one-third of the members of the Parent Forum request a special general meeting to discuss issues falling within the Council's remit, the Parent Council shall arrange this. The Parent Council shall give all members of the Forum at least two weeks' notice of the meeting and, at the same time, circulate notice of the matter, or matters, to be discussed at the meeting.

6. Annual General Meeting / Coinneamh Bhliadhnail

The Annual Meeting will be held each year. A notice of the meeting including date, time, and place will be sent to all members of the Parent Forum and local press at least two weeks in advance. The meeting will include:

- a. a report on the work of the Parent Council and any sub-groups
- b. of issues that members of the Parent Forum may wish to raise
- c. approval of the accounts and appointment of the auditor.
- d. election of parent council members for the coming year.

7. General Meetings / Coinneamhan Coitcheann

- a. The Parent Council will meet at least once in every school term.
- b. Should a vote be necessary to make a decision, each parent member at the meeting will have one vote, with the Chair having a casting vote in the event of a tie.
- c. 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 date, time and place of the meeting.
- d. 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 of the Parent Council shall be terminated if the majority of parent members agree. Termination of membership would be confirmed in writing to the member.
- e. Copies of the minutes of all meetings will be available to all parents of children at Bun-sgoil Ghàidhlig Loch Abar and to all teachers at the school. Copies will be available from the Secretary of the Parent Council/Clerk to the Parent Council, from the school office and on the school web-site.
- f. Meetings of the Parent Council shall be open to members of the Parent Forum, unless the Parent Council is discussing an issue which it considers should be dealt with on a confidential basis. In such circumstances, only members of the Parent Council and the Head Teacher, or his or her representative, will have the right to attend.
- g. Only Parent Council members and the Head Teacher or his/her representative will be able to take part in the business of General meetings unless there is prior arrangement. A request by other persons to participate in a specific agenda item, at the discretion of the Chairperson, must be made in writing to the secretary or chairperson not less than 48 hours before the start of the meeting stating the item in which participation is requested or the issue to be raised.
- h. The quorum at each meeting of the Council shall be not less than four parent members.

8. Special General Meeting / Coinneamh Shònraichte

- a. The Parent Council can agree at any time to call a Special General Meeting which will be open to all members of the Parent Forum.
- b. The Parent Council shall give all members of the Forum at least two weeks' notice of the meeting and, at the same time, circulate notice of the matter, or matters, to be discussed at the meeting and of any suggested amendments to the constitution.
- c. All members of the Parent Forum have the right to vote at a Special General Meeting.

9. Parent Council Funds / Airgead na Comhairle Phàrant

- a. The Treasurer will open a bank or building society account in the name of the Parent Council for all Parent Council funds. Withdrawals will require the signature of the Treasurer and one other Parent Council member.

- b. The Treasurer will keep an accurate record of all income and expenditure, and will provide a summary of this for each Parent Council meeting and a full account for the Annual Meeting. The Parent Council accounts will be audited by the auditor appointed at the previous Annual Meeting.
- c. The Parent Council shall be responsible for ensuring that all monies are used in accordance with the objectives of the Parent Council.

10. Changes to the Constitution / Atharrachadh dhan Bhun-stèidh

The Parent Council may only change its constitution at an Annual General Meeting or Special General Meeting of the Parent Forum. Members of the Parent Forum will be sent a copy of any proposed amendment and given reasonable time to respond to the proposal.

11. Dissolution of the Parent Council / Cur a' Chomhairle Phàrant à Bith

Should the Parent Council cease to exist, any remaining funds will be passed to the education authority to be used for the benefit of Bun-sgoil Ghàidhlig Loch Abar where this continues, or to alternative Gaelic-medium educational provision if not.

Deireadh/End

Bha a' bhun-stèidh seo air aontachachadh aig a' choinneamh bhliadhnail, Còmhairle nam Pàrant, Bùn Sgoil Ghàidhlig Loch Abar air an 9mh den t-Òg Mhios 2014.

This constitution was adopted at an AGM of Còmhairle nam Pàrant, Bun Sgoil Ghàidhlig Loch Abar at Fort William R.C Primary on Monday 9th June 2014.

Certified as a true copy

Signed: _____ (Cathraiche/ Chair) Date: _____

Print Name: _____

Signed: _____ (Rùnaire/ Secretary) Date: _____

Print Name: _____