



FORMATION OF THE PARENT TEACHER ASSOCIATION

GES ENGLISH MEDIUM SCHOOL FOR THE YEAR 2021-2022

4th June, 2021

Dear Parents,

Parent Teacher Association (hereinafter called PTA) is a body consisting of members who are the parents and teachers. The main objective of the PTA is to help enrich the school environment and provide the school management with required support.

Constitution of PTA

1. Parents interested in becoming members of the PTA Committee 2021-22 are requested to give their names as nominees to the previous PTA member.
2. The Executive Committee of the PTA will be formed as far as practicable within a period of 2 (two) weeks from the date of formation of the PTA Committee.
3. The PTA Executive Council and PTA Committee will be elected democratically.
4. ***The PTA Executive Council will consist of the following:-***

Chairman – Principal of the school.

Vice Chairperson – Parent (1 elected from amongst Parent Rep of Working Committee of Classes 1 to 10)

Joint Secretary (2) –Parent (from Parent Rep of Working Committee of Class I -10)

The PTA Committee will consist of:

❖ Parent Representatives:

1 Parent from each Class

❖ Teacher Representatives:

1 from each Class i.e. Class Teacher

Within the PTA Committee will be elected one Parent per Standard for the Working Committee.

AIMS AND OBJECTIVES

The aims and objectives of the association shall be:

- a) To provide the platform for parents and teachers of students of GES to meet, exchange, analyze issues, make recommendations and effectively pursue the implementations of decisions on matters affecting education / learning in GES English Medium School.
- b) To foster mutual understanding, harmonious relationship and cooperation among parents, guardian and teachers in the fulfillment of their common aim, the welfare of the school and the students therein.
- c) To make for a healthy and sympathetic understanding of the education policies and programs of the school and thus create a suitable climate for the reception of the same.

MEMBERSHIP OF PTA, QUALIFICATION

Membership of the association shall be open to –

- a) Parents whose children or wards attend the Primary and Secondary sections in GES English Medium School.
- b) Such participation shall be non – political and non – religious.
- c) Any person who is a member of the teaching staff of the primary or the secondary section.

GUIDELINES AND RULES OF CONDUCT

- a) Members, will at all times, during its deliberation and actions, work with proper conduct and respect to one another and to the school.
- b) Each member must attend general meetings unless a member has a sound reason that will hinder him / her.
- c) Governing council will not concern themselves in individual / personal matters.
- d) Members shall be terminated on the following grounds-
 - i. If a member is found acting prejudicially to the interest and working of the school and / or towards other members. Opportunity will be given to the member to submit an explanation. Final decision will be made by the school.
 - ii. Any office holder of the association who goes into or intends to or is invited to or elected into partisan politics shall resign his PTA post.
 - iii. If a member's child leaves the school.

GENERAL RESPONSIBILITIES

- I. Elected parents will communicate relevant activities and current issues of the school to the parents at large via circular or post.
- II. Help school in any events outside and beyond standard school functions such as: organizing intra school competitions, science fair, community outreach, teacher appreciation event etc.
- III. Provide an ear to the issues concerning the parent body at large and take it up with school management for satisfactory resolution.
- IV. Solicit new ideas and suggestions from the parent body to help enhance the overall and all round education experience and work with GES English Medium School for review and implementation of the same.
- V. Foster a relationship between parents, teachers, school management and Board of trustees

RULES AND REGULATIONS FOR THE PTA BODY

1. Elected parents will communicate relevant activities and current issues of the school to the parents at large via circular or post it on the GES Website.
2. Help school in any events outside and beyond standard school functions such as: organizing intra school quiz competitions, science fair, community outreach, teacher appreciation event etc.
3. Provide an “ear” to the issues concerning the parent body at large and take it up with school management for satisfactory resolution.
4. Build a sense of community at school through increased and sustained parental participation and involvement in school events.
5. To contribute to the completeness and development of this school’s educational process by cultivating understanding and cooperation between members; to improve the school’s culture and mutual friendship.
6. The PTA will not interfere in the personnel affairs, academic system, day to day administration or management of the school. Moreover, no profit-making, political, or religious activity will be carried out.

ELECTION PROCESS

1. Principal is the chairperson of the PTA by her role and position.
2. The school will select the Secretary and Teacher representatives of the PTA.
3. The Executive Committee shall be elected by voting system. One representative for each level class I to X shall be elected and shall hold office for one year.

4. A list of parents per class level who stands for the election, shall be competed and kept for future use in case of resignation or termination of an elected parent.
5. If an elected parent tenders his resignation in writing to GES English Medium School, his children leave the, then a new member will be selected from those who stood in the election. Any vacancy occurring in the executive committee of the association before another election may be filled by a special meeting provided that the chairman on the advice of the executive members may appoint any member to fill such a vacant post until a substantive holder is elected.
6. The list of members of the executive committee shall be displayed on the notice board within a period of 15 days from the formation of the executive committee.
7. No member of the executive committee shall be eligible for contesting in the election within a period of 3 years since the formation of the executive committee.
8. The executive committee shall meet at least once in 3 months. The procedure to be followed for conducting the meeting of the executive committee shall be such as may be prescribed.

Note - Please note the parents who have cleared last 2 years school fees are eligible for the post.

Parents are requested to give their nominations on or before 9th June, 2021 . No nominations will be accepted after the given date.

Thanking you
Principal