

Team W (Together Everyone Achieves More for Williamston)

Our Constitution

1. Name

Team W (Together Everyone Achieves More for Williamston) was previously known as The Parent Council or The Williamston Primary School Parent Staff Association.

2. Our Purpose

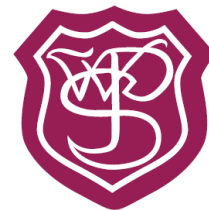
Our friendly, approachable group brings together parents, carers, teachers, and school staff who care about the school and its pupils and have the shared goal of wanting the school to succeed. Our purpose is to support and enrich the quality of educational experience and the school community by raising funds, strengthening relationships, and building a strong, inclusive school community and school spirit.

3. Aims

Team W creates a structured way for parents to be involved in school decisions and contribute ideas in an informal group setting. Through our efforts, we aim to provide additional resources, enhance opportunities for learning and development, and create a positive environment where every pupil can thrive. We believe that by working together as a Team, we can make a meaningful difference in the life of the school and support to achieve the best possible experience for all.

Supporting and enriching the quality of educational experience and the school community will be achieved by the following methods:

- a) Promoting close co-operation and communication between parents, carers and school staff
- b) Promoting equality and fairness
- c) The study and discussion of matters of mutual interest relating to the education and welfare of pupils



- d) Engaging in fundraising activities which support and advance the education, surroundings, and health and wellbeing of pupils

4. Powers

Team W shall have the power to do anything considered by them to be in pursuit of the Aims while ensuring that the views of parents of the school are represented.

5. Membership

The membership of Team W can consist of parents/carers of children attending Williamston Primary School (including the Nursery) and teachers, school staff and the school Senior Leadership Team (SLT).

Parents, carers and teachers can choose to be a member by regularly attending meetings.

Regular attendance at meetings is required.

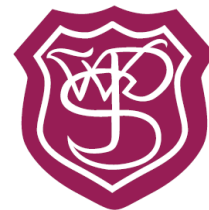
A member of Team W failing to attend all meetings in a school year, without reason/apologies may be deemed to have retired from Team W.

6. Roles and voting

The Office Bearers will be Chair/Co Chair, Secretary and Treasurer. Other roles may be suggested and implemented as required. The Office Bearers will be selected by Team W from members putting themselves forward for the roles.

The Headteacher and/or Senior Leadership Team (SLT), or their representatives, have a right and a duty to attend meetings of Team W.

The Headteacher and SLT attend meetings in an advisory capacity and do not have voting rights. If the Headteacher/SLT is unable to attend, then they may send a representative. The meeting can still go ahead if neither the Headteacher nor a representative can attend.



Team W may co-opt persons to help carry out its functions at any time. Co-opted members do not have a vote.

Co-opted members can be anyone Team W feels would benefit its workings, such as parents whose children have now left the school or local community members.

Each parent/carer member of Team W shall have one vote and resolutions shall be passed by a simple majority vote of those present. The Chair/Co Chair shall have both a deliberative and casting vote if required in the event of a tie – one vote as a Team W member and one vote as Chair.

7. Meetings

There will be six meetings of Team W across the school year (more can be arranged for a specific purpose if required). Meetings may take place virtually (e.g. online) and/ or in person. The meetings will alternate between Mondays and Tuesdays.

The notice calling the meeting shall be communicated to parents at least one week in advance.

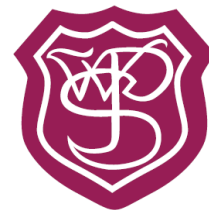
All Team W meetings shall be open to parents of the school and will be split into two focused 45 minute sections:

- a) An update from the Headteacher and/or SLT on key school business. This may include occasional input from a local councillor.
- b) Ideas for and updates on fundraising activities, planning and treasurer/finance updates.

It is not a requirement to attend both sections of the meeting.

Any individual questions or concerns from parents/carers should be directed to the school office or leadership team, they should not be raised at the Team W meetings.

The Chair/Co Chair (or secretary) is responsible for keeping accurate minutes of all meetings and shall make these available on the school website.



8. Finance

The funds of Team W shall be lodged in a bank, building society or other account, currently in the name of Williamston Parent and Staff Association. Cheques shall be drawn, or withdrawals made against the signatures of at least two named Team W members.

The Treasurer shall be responsible for keeping accurate records of the financial transactions of Team W. The Treasurer should report on finances at every meeting.

Team W shall be responsible for ensuring that all property/money received by/for Team W shall be relevant to the Aims of Team W.

9. Changes to the Constitution

Changes or additions must be made at a Team W meeting called for the purpose. The proposed change shall be specified in the notice calling the meeting and be approved by at least two thirds of all parents/ carers present.

10. Dissolution

If Team W ceases to exist, any remaining funds shall pass to the school and must be used to advance education for the benefit of families or pupils at the school.