



# CLAYESMORE

## SOCIETY

### **Rules of the Society June 2017**

#### **The Clayesmore Society**

#### **1. Definitions**

- a) The Society shall be called “The Clayesmore Society”
- b) The “School” means Clayesmore School
- c) “Head” means the Head Teacher at Clayesmore Senior School for the time being
- d) “HOP” means the Head Teacher at Clayesmore Preparatory School for the time being
- e) “the Bursar” means the Bursar of Clayesmore School for the time being
- f) “the Marketing Manager” means the person holding the post at the School or such other person nominated by the Council
- g) “the Council” means the Council of Governors at the School

#### **2. Establishment**

The Society is established by the Council and forms part of the School. These rules may not be altered save with the written consent of the Council following a resolution authorising such alteration.

#### **3. Membership**

The following shall be eligible for membership:

- a) All parents/guardians of pupils who attend the School while they do so
- b) All parents/guardians of former pupils and former pupils themselves, provided the subscription in respect of each such pupil has been paid.
- c) All Governors and former Governors of the School
- d) All staff members while working at the School
- e) Such other persons invited to accept Honorary membership as the Committee may from time to time determine.

Members shall not serve on the Committee for longer than a period of five years

#### **4. Subscriptions**

Subscriptions shall be payable only by Members falling within category 3a. Subscriptions shall be as defined by the Committee, payable in respect of each pupil attending the School at any time during or after pupils' attendance. Subscriptions will normally be charged to the pupil's account in Years 9 and 10 or at any time thereafter by equal termly installments.

#### **5. Objects**

As part of Clayesmore the Clayesmore Society exists to promote through social and cultural events and activities:-

- a) the aims and objectives of Clayesmore
- b) the preservation of friendship and communication amongst all members
- c) support for the work of the School

#### **6. Composition of the Committee**

The general conduct of the affairs of the Society shall be vested in a Committee which will comprise no less than ten members and will at all times include:

- a) two serving Governors of the School
- b) the Bursar
- c) HS
- d) HP
- e) a nominated representative of the Old Clayesmorian Society
- f) the Marketing Manager
- g) the Clayesmore Society Officer
- h) representatives from parents/guardians in Clayesmore Senior School and Clayesmore Prep School
- i) Staff representatives from the Senior School and the Prep School
- j) Such other members as the Council or, with its approval, the Committee, shall co-opt

The Chairman will be appointed by the Council.

If a casual vacancy shall arise during the course of the year the Committee shall have power to co-opt a member of the Society to fill the vacancy.

#### **7. Treasurer and Secretary**

The Treasurer will be appointed by the Committee. The Treasurer shall ensure that books of account and necessary records for the Society are properly maintained and presented for audit as appropriate.

The Secretary to the Committee will be nominated by the Committee.

#### **8. Quorum for Committee Meetings and Voting**

Six Committee Members shall form a quorum provided that this shall include one of HS or HP, one Governor and the Bursar (or, if the Bursar is not in attendance, two Governors)

#### **9. Financial Year**

The Financial Year shall correspond with that of the School from time to time.

#### **10. Application of the Society's funds**

All monies received on behalf of the Society shall be placed to accounts in the name

of “Clayesmore School Clayesmore Society Account”.

Any income of the Society shall be applied first to defray the costs of administering the Society. It is intended that activities and members’ events shall be self-funding. Any excess of funds will be held but as a reserve or applied to discharge any expenditure in connection with the School as the Committee may determine from time to time. Separate charges may be made for activities events determined by the Committee.

### **11. General Meetings**

The Annual General Meeting of the Society shall be held at the School on a date to be decided by the Committee.

Ten members shall form a quorum at a general meeting.

### **12. Annual Report**

A Report of Society’s activities shall, at the discretion of the Committee, be distributed to Members in whatever manner the Committee deems appropriate once a year which shall give a summary of events in the preceding year and School matters of interest.

### **13. Removal of Members**

The Committee may, by simple resolution and shall on the direction of the Council where removal is deemed to be in the best interests of the Society and/or the School, remove any Member.

### **14. Winding - Up**

The Society may be wound up by:

- a) a resolution of the Members at a General Meeting passed by a majority of at least two-thirds of the Members present; or
- b) by a resolution of the Council

Upon dissolution any remaining assets of the Society will be applied in connection with the School in the manner determined by the Council.