

1. This is the constitution for Comhairle nam Pàrant, Bunsgoil Ghàidhlig Ghlaschu
2. Wherever this constitution refers to parents, it includes a reference to guardians and other carers of pupils at the school.
3. Through its activities, the Parent Council is committed to fostering an inclusive culture which promotes equality and values diversity and is committed to ensuring that it does not commit any unlawful discrimination in line with current legislation.

Objectives

4. The Objectives of the Parent Council are:
 - 4.1 To promote partnership within the school between all staff, the pupils and all parents
 - 4.2 To develop and engage in activities which support the education and welfare of the pupils
 - 4.3 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 and staff
 - 4.4 To promote the school and its purpose of learning delivered through the Gaelic language
 - 4.5 To support the Head Teacher and the staff in the pursuit of excellence in all aspects of school life
 - 4.6 To support and develop interaction with and between parents, the teaching staff and the community – both the Gaelic community and the wider communities across Glasgow and across Scotland
 - 4.7 To engage, as necessary with the various Gaelic organisations across Scotland
 - 4.8 To support and develop links with prospective pupils of the school, to ensure that excellent links exist with nursery provision across Glasgow, particularly Gaelic Medium nurseries, and to work supportively with Àrdsgoil Ghaidhlig Ghlaschu and other Gaelic schools and units in Glasgow and across Scotland.

Membership

5. The membership will be a minimum of 6 parents of children attending the school in either nursery or primary. The maximum number of parent members shall be determined at each AGM and will aim to represent all stages of the school, should strive to be gender balanced and represent the diversity of the school community. The balance of teaching staff, and co-opted members as stated in Clause 9 below, shall also be determined at each AGM. The Headteacher has a right and a duty to attend Parent Council meetings or to be represented.
6. The Parent Council can be formed from the membership of previous Board & Councils, plus any parent volunteers that may wish to serve on the Council (up to the maximum permitted by Clause 5). In the event that there are more volunteers than the agreed maximum, elections will be held. Council members will serve for a one-year term, with the ability to stand for re-selection at the end of their term. Selection or re-election will take place at the Annual General Meeting referred to in Clause 23.
7. If a member's child(ren) leave(s) the school he/she will be required to resign.
8. In the event of a member of the Parent Council resigning or leaving the Council, a call to the Parent Forum may be made for a new Council member where he/she will be co-opted onto the Council to complete the term of office of the member who has resigned.
9. The Council may co-opt the following people onto the Council: a pupil representative; a community or business representative; and members of the teaching staff.
10. Parents who do not wish to be considered for membership of the Council will be encouraged to take part in any working groups that may be established by the Parent Council and the School to drive forward particular aspects of school life.
11. If any Parent Council member acts in a way that is considered by the majority of other members to undermine the objectives of the Parent Council, they shall be invited to discuss their actions with the Parent Council, and their membership of the Parent Council may be terminated if the majority of Parent Members agree. Termination of membership will be confirmed in writing to the member. If any member fails to attend 3 consecutive meetings without explanation their membership will be terminated and this will be confirmed in writing by the Parent Council.

Office Bearers

12. The Chair, Vice-Chair, Secretary and Treasurer will be agreed by the Parent Council members at the first meeting of the Council following its formation and thereafter at each Annual General Meeting.

13. In the event of an Office Bearer resigning or leaving the council, the Parent Council will elect a member of the Parent Council into the vacant position in an acting role. Office Bearers in an acting role will be confirmed at an Extraordinary General Meeting, convened as part of a public meeting with the Parent Forum or at the Annual General Meeting.

Structure

14. The Parent Council is accountable to the Parent Forum of Sgoil Ghàidhlig Ghlaschu. On behalf of the Parent Forum, the Parent Council may establish Sub-Groups as necessary to deal with specific issues. Examples include, but are not limited to:
 - Music and Drama
 - Fund-raising
 - Sport

15. All Sub-Groups will be required to have a minimum of one member from the Parent Council on their committee, who will report on the activities of the Sub-Group to each meeting of the Parent Council. Sub-Groups may co-opt the following people: a pupil representative; a community or business representative; a person or persons from out with the Parent Forum with specialist knowledge pertinent to the Sub-Group topic; members of the teaching staff.

16. The Parent Council may delegate authority for certain matters to Sub-Groups of the Parent Council, subject to clearly documented provisions for decision making and financial management, agreed in advance and in writing with the Parent Council.

Annual Report

17. The Parent Council is accountable to the Parent Forum for Sgoil Ghàidhlig Ghlaschu and will produce a report annually on its activities on behalf of all the parents, which will be presented at the Annual General Meeting and made available to all members of the Parent Forum

Meetings

18. The Parent Council will meet up to once per month during school term or at a frequency decided by the Parent Council dictated by the business in hand. The minimum number of meetings will be once per school term and meetings will normally be open to all parents of the Parent Forum unless a meeting is specifically called as a closed meeting for Parent Council members only.
19. The date, time and place of meetings shall be decided by consultation (where possible) with the other members of the Parent Council.
20. Any 2 members of the Parent Council may request that an additional meeting be held by verbal request at a meeting or by making a written request to the Secretary to the Parent Council, and all members of the Parent Council will be given at least one week's notice of date, time and place of the meeting.
21. The quorum at meetings of the Parent Council shall be 6 members, with a minimum of four parent members. Meetings of less than 6 members will be required to bring decisions to a quorate meeting of the Parent Council.
22. Should a vote be necessary to make a decision, each Council parent member at the meeting will have one vote, with the Chair having a casting vote in the event of a tie. Teaching staff, including the Headteacher, and co-opted members have no voting rights in the event of a vote.
23. The Annual General Meeting will be held in the first term of each year. A notice of the meeting including date, time, and place and the items to be discussed will be sent to all members of the Parent Forum at least two weeks in advance. The meeting will include:
 - 23.1 a report on the work of the Parent Council
 - 23.2 selection of the new Parent Council [if applicable]
 - 23.3 discussion of issues that members of the Forum may wish to raise
 - 23.4 approval of the accounts
 - 23.5 any proposals for amendment of this constitution

24. If at least 25 members of the Parent Forum request a Special General Meeting to discuss issues falling within the Parent Council's remit, the Parent Council shall arrange this to take place within one calendar month of the Parent Council receiving the request. The Parent Council shall give all members of the Forum at least 2 weeks notice of the meeting and, at the same time, circulate notice of the matter, or matters, to be discussed at the meeting.
25. Copies of the minutes of all meetings will be available to all parents of children at Sgoil Ghàidhlig Ghlaschu and to all teachers at the school. Copies will be available from the school website, Secretary to the Parent Council and from the school office.

Finance

26. 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 a minimum of two authorised signatures.
27. The Treasurer will keep an accurate record of all income and expenditure and will provide summaries of this appropriately and will provide full accounts for the public meetings and Annual General Meeting.
28. The Parent Council shall be responsible for ensuring that all monies are used in accordance with the objectives of the Parent Council.
29. Should the Parent Council cease to exist, any remaining funds will be passed to the Sgoil Ghàidhlig Ghlaschu general funds.

Amendment of Constitution

30. Any amendments to this constitution shall be agreed by a majority of members of the Parent Forum present and voting at the Annual General Meeting or at an Extraordinary General Meeting of the Parent Forum which the Parent Council may call for this specific purpose. The Council shall give all members of the Parent Forum at least 2 weeks notice of the date, time and place of any such meeting and of the matters to be discussed.