



CONSTITUTION

1. Name

The name of our group is Taunton Home Education.

2. Aims

The aims of Taunton Home Education are:

- To bring together and foster friendship and mutual support amongst parents/carers, young people and children from the diverse home education community in Taunton, Somerset and surrounding areas, through for example the operation of the Facebook group and regular group events/activities/ meet ups in Taunton.
- To promote and defend the rights of our members to home educate their children in a way that best suits their needs and aspirations, in line with existing human rights law and treaties, free from unwarranted state intrusion including through proactive media work, liaison with the local authority and associated campaigning/policy/lobbying activities whether local or national.
- To organise social educational, sporting, creative activities and events for the benefit of home educating children, young people and families.
- To provide information to members about their rights as home educators and related matters and social/educational/cultural/sporting activities /courses/events that may be of interest to members whether organised by us or not.

3. Membership

Membership is open to anyone who:

- Is home educating one or more of their children (this includes those with flexi-schooling agreements) OR
- Has home-educated one or more of their children for a number of years and remains actively involved in supporting home education and the aims of the group;
AND
- lives in Taunton, Somerset or the surrounding areas;
AND
- supports the aims of Taunton Home Education

Membership will begin as soon as the membership form and first annual payment has been received.

There will be an annual membership fee which will be agreed at the Annual General Meeting (AGM) and will be payable by all members.

A list of all members will be kept by the Membership secretary and will remain confidential and protected. Any data held about a member will be destroyed if they terminate their membership.

Ceasing to be a member

Members may resign at any time in writing to the secretary.

Any member who has not paid their membership fee for three months will be contacted by the committee, who – if no response is received - will then decide whether that member is deemed to have resigned.

The committee holds the right to withdraw membership from any member who repeatedly fails to abide by the group's policies and

does not make efforts to moderate their unacceptable behaviour. Details of the stages are in the group's behavioural and equal opportunity policies

4. Equal Opportunities

Taunton Home Education respects the rights, dignity and worth of every person and will not discriminate on the grounds of gender, race, colour, ethnic or national origin, sexuality, disability, religious or political belief, marital status or age. A more detailed policy will set out how we actively promote equality and inclusion for our members.

5. Group rules and policies

All members are advised of and are subject to the policies of the group and the rules that the group has adopted for the smooth running of the Facebook group and group meetings/events/activities.

6. Officers and Committee

The business and day to day running of the group will be carried out by a Committee elected at the Annual General Meeting (AGM). The Committee will meet as necessary and not less than twice a year with ongoing communication via facebook messenger or email for decisions which need to be made quickly.

The Committee will consist of up to 8 members over the age of 18.

Up to 2 additional members per year may be co-opted onto the Committee at the discretion of the Committee where the need arises. Co- opted committee members may serve until the next AGM when they may stand for election by the members.

The officers' roles are as follows:

- Chair, who shall chair both general and committee meetings – this role can be split between two members acting as co-Chairs.
- Secretary, who shall be responsible for the taking of minutes and the distribution of all papers
- Membership secretary, who shall be responsible for keeping records of members
- Treasurer who shall be responsible for maintaining accounts

Other officer roles may be allocated.

In the event of an officer standing down during the year a replacement will be elected by the next General Meeting of members.

Any committee member not attending a meeting without apology for six months will be contacted by the committee and asked if they wish to resign.

Any member of the committee who fails to abide by the rules could be open to a vote of no confidence by the committee which will require a two-thirds majority. If the decision is split the Chair will have the deciding vote.

Any member may attend the committee meetings except for those parts concerning matters of a confidential nature.

7. Meetings

Annual General Meetings

An Annual General Meeting (AGM) will be held within fifteen months of the previous AGM.

All members will be notified in writing at least 3 weeks before the date of the meeting, giving the venue, date and time.

Nominations for the committee may be made to the Secretary before the meeting, or at the meeting.

If more committee members are nominated than there are places, a vote will then ensue which will be a secret ballot for the relevant positions.

The quorum for the AGM will be 10 members.

At the AGM:-

- The Committee will present a report of the work of Taunton Home Education over the year.
- The Committee will present the accounts of Taunton Home Education for the previous year.
- The officers and Committee for the next year will be elected.
- Policies and rules will be ratified or amended.
- Any proposals given to the Secretary at least 7 days in advance of the meeting will be discussed.

Special General Meetings

The Secretary will call a Special General Meeting at the request of the majority of the committee or at least eight other members giving a written request to the Chair or Secretary stating the reason for their request.

The meeting will take place within twenty-one days of the request.

All members will be given two weeks notice of such a meeting, giving the venue, date, time and agenda, and notice may be by telephone, email or post.

The quorum for the Special General Meeting will be 10 members.

Committee Meetings

Committee meetings may be called by the Chair or Secretary. Committee members must receive notice of meetings at least 7 days before the meeting.

The quorum for Committee meetings is three Committee members.

The Committee may set up whatever sub-committees or working groups it deems necessary on which ordinary members may be invited to serve.

Rules of Procedure for meetings

All questions that arise at any meeting will be discussed openly and the meeting will seek to find general agreement that everyone present can agree to.

If a consensus cannot be reached a vote will be taken and a decision will be made by a simple majority of members present. If the number of votes cast on each side is equal, the chair of the meeting shall have an additional casting vote.

8. Finances

An account will be maintained on behalf of the Association at a bank agreed by the committee. Three signatories will be nominated by the Committee (one to be the Treasurer) to be on the bank account – they will be able to sign cheques individually and at least one will manage the online bank account and make bank transfers/issue receipts etc.

Records of income and expenditure will be maintained by the Treasurer and a financial statement given at each meeting.

All money raised by or on behalf of Taunton Home Education is only to be used to further the aims of the group, as specified in item 2 of this constitution.

9. Amendments to the Constitution

Amendments to the constitution may only be made at the Annual General Meeting or a Special General Meeting.

Any proposal to amend the constitution must be given to the Secretary in writing. The proposal must then be circulated with the notice of meeting.

Any proposal to amend the constitution will require a two thirds majority of those present and entitled to vote.

10. Dissolution

If a meeting, by a two thirds majority, decides that it is necessary to close down the group it may call a Special General Meeting to do so. The sole business of this meeting will be to dissolve the group.

If it is agreed to dissolve the group, all remaining money and other assets, once outstanding debts have been paid, will be donated to another home education organisation. The organisation will be agreed at the meeting which agrees the dissolution.