

Ref No: BBPS/DW/2022

May 9, 2022

PTA ELECTIONS

Dear Parent

The existing PTA body constituted in the year 2019 has completed its term and its term was extended for a year due to Covid situation. A new body is to be constituted for which nominations are invited.

Parents Teachers Association (PTA) is an educational, non-political and non-commercial body devoted to promote welfare of the school students. It works in tandem with school authorities to create better understanding between the parents and staff. PTA participates in school events, functions, camps and other projects which have a far reaching and deep impact on the school.

I. Aims and objectives

1. To promote the welfare of children at home, in school and in the community.
2. To bring about a better understanding between parents and teachers.
3. To create consciousness among parents and teachers about the welfare of the school and children.
4. To advise parents and create consciousness among them about their responsibility towards the children and school.
5. To work for a harmonious relationship between school and community.

II. Functions

1. To make parent-teacher consultation possible individually as well as in group.
2. To arrange for parents to visit the school on appointed days and discuss the progress of children.
3. To mobilize community resources for the welfare of children.
4. To provide opportunities to teachers and parents to meet on equal footing and discuss problems of their children in order to ensure their welfare.
5. To increase co-operation and better understanding between parents and teachers.
6. To arrange for social get-together and programs of recreation for parents and teachers.
7. To organise activities for the welfare of the children

The PTA shall comprise of two bodies

- A. General Body
- B. Executive Committee

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A. General Body

- a) All the parents of the students studying in a school shall be enrolled as the members of the General Body.
- b) The Principal and teachers are the ex-officio members.

B. Executive Committee

1. The executive committee consists of the following elected members of the General Body.
 - a) Chairperson – Head of the School (ex-officio).
 - b) Vice Chairperson – Two elected (1 male, 1 female) one from among parents and one from teachers.
 - c) Hony. Secretary – elected from the parents.
 - d) Hony. Joint Secretaries – two, elected from among the parents and teachers 1 male, 1 female.
 - e) Hony. Treasurer – elected from among the teachers.
 - f) Members – nine (5 from among parents and 4 among teachers).
 - g) Members may be co-opted in place of outgoing members.
2. One of the Vice Chairman shall preside over the meeting of the Association in the absence of the Chairman.
3. Hony. Secretary shall be responsible for all the correspondence on behalf of the association and shall call meetings and arrange for programmes approved by Executive Committee.
4. Hony. Joint Secretary shall help Hony. Secretary.
5. Hony. Treasurer shall maintain the records of the Association.
6. One of the elected members shall be nominated to the Managing Committee of the school.

The election for the new PTA Executive Committee will be held on **May 21, 2022**.

The executive committee shall be elected by lottery system method if more than one parent representative volunteers from a given department (Montessori/Primary/Middle/Secondary/Sr. Secondary).

Eligibility Criteria for Candidature

- Parent whose children have studied in school for atleast past 2 years consecutively.
- Diversity, Professional expertise, Gender Equity with good communication skills (English & Hindi) shall be the guiding principles when constituting the PTA Executive Body.

Parents desirous of contesting election as the members of the Executive Committee are requested to send their interest via consent forms to class teacher latest by **May 12, 2022**. The last date of withdrawal of nomination will be May 17, 2022.

(Suruchi Gandhi)
Principal

(Sandeep Kapoor)
PTA Secretary

CONSENT FORM

I, _____, parent of _____ class _____
would like to volunteer myself as member of PTA Executive Committee for the session
2022-2024. My designation and qualification are as follows

_____.

I have actively contributed to school development and progress in following manner.

1) _____

2) _____

3) _____

Parent's Name & Contact no.

Parent's Signature