

Dr. VARALAKSHMI PUBLIC SCHOOL, T.B. VARA, S. KOTA
PARENT TEACHER ASSOCIATION

As per the Byelaws of Affiliation of CBSE, the following Requisites

4. Parent-Teachers Association. - (1) (a) Every private school shall constitute the Parent-Teachers Association.

(b) The Parent-Teachers Association shall be formed by the head of the school within thirty days from the beginning of each academic year. Parent of every student in the school shall be a member of the Parent- Teachers Association and an annual amount of rupees fifty, in case of urban area and rupees twenty, in case of rural area, shall be collected from each member of such Association.

(c) On formation of the Parent-Teachers Association, for giving representation to every Standard, a lottery shall be conducted by drawing a lot of the willing parents of each Standard to constitute the Executive Committee and notice of one week before such lottery shall be given to the members of the Parent-Teachers Association.

(2) (a) The Executive Committee shall consist of:-

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| (i) Chairperson | Principal or Head Master |
| (ii) Vice-Chairperson | One from amongst the parents |
| (iii) Secretary | One from amongst the teachers |
| (iv) Two Joint Secretaries | [One parent and one teacher] |
| (v) Member | [Minimum one parent from each standard and not more than two parents from each standard subject to maximum of thirteen parents of the school, one teacher from each standard subject to maximum of ten teachers and one representative of school management] |

[Provided that, total number of parent members shall always exceed by one than the total teacher members and member who is representative of the school management :

Provided further that, in the academic year, if two parents are appointed from any standard on the Executive Committee, as members under sub-clause (v), in such cases, for next one year, not more than one parent shall be appointed from such standard.]



PRINCIPAL
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(b) Out of the total members in the Executive Committee, there shall be at least one member from the Scheduled Castes, the Scheduled Tribes or Backward Class of citizens to be rotated in the manner prescribed and at least fifty per cent of the members shall be women.

(c) The list of members of the Executive Committee shall be displayed on the notice board within a period of fifteen days from formation of the Executive Committee and copy thereof shall forthwith be forwarded to the concerned Education Officer.

(d) The term of the Executive Committee of the Parent-Teachers Association shall be for one academic year and no member of the Executive Committee shall be eligible for drawing a lot by lottery within the period of three years since the formation of the Executive Committee :

Provided that, the provisions of sub-clauses (i), (iii) and (v) of clause (a) above regarding condition of three years for selection of teacher member shall not apply to the school having only two teachers.

(e) The Executive Committee shall meet at least once in a three months. The procedure to be followed for conducting the meeting of the Executive Committee shall be such as may be prescribed.

(f) The Parent-Teachers Association shall have a general meeting at least once before the 15th August of every year. The procedure to be followed for conducting the meeting of the Parent-Teachers Association shall be such as may be prescribed. The Parent-Teachers Association shall discharge such duties and perform such functions as may be assigned to it under this Act and as may be prescribed.



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**PREPARED BY SCHOOL ADMINISTRATION AND AGREED UPON BY PTA OF
Dr. VARALAKSHMI PUBLIC SCHOOL.**

1. DEFINITION & AIM OF THE PTA

o Parent Teachers Association (PTA) is a non-profit, non-political and non-sectarian organization made up of school staff and parents which work to support the school in a wide variety of ways.

o The function of PTA is not only to help/ support the school in the development of students but also to provide help/support in the improvement and development of the school.

2. DEFINITION OF KEYWORDS

o Association – All Parents, Teachers and employees of the Wockhardt Global School.

o Members – Any / All individuals who have been accepted and admitted by the Association.

3. PREAMBLE

We desire to sustain the promotion and continuity of sound, meaningful and qualitative education for the students of Wockhardt Global School, we, the parents/guardians and teachers of the students hereby jointly and severally agree to constitute ourselves into an organization whose membership shall embrace all parents, guardians and teachers of registered pupils in Wockhardt Global School.

4. AIMS AND OBJECTIVES

The aims and objectives of the association shall be:

1. To provide a platform for parents, guardians, and teachers of students of Wockhardt Global School, Aurangabad to meet, exchange, deeply analyze issues, make recommendations and effectively pursue the implementation of decisions on matters affecting education/learning.
2. To foster mutual understanding, harmonious relationship and cooperation among parents, guardians, and teachers in the fulfillment of their common aim, the welfare of the school and the pupils/students therein.
3. To make for a healthy understanding of the education policies and programs of the school and thus influence the same to create a suitable climate for reception of the same.

5. MEMBERSHIP OF PTA, QUALIFICATION

The formation of parents- teachers' Association and working method is as under.


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Membership of association shall be open to -

- o Parents/guardians whose children or wards attend school in Wockhardt Global School. Such participation shall be **non – political and non –religious**.
- o Any person who is a member of the teaching staff of Wockhardt Global School.
- o For every class / Division one parent and one teacher (As per the number of divisions, Parent members)
- o In the executive committee, 50% shall be women.

6. EXECUTIVE COMMITTEE

The formation of Parents- Teacher's Association's Executive Committee would be as under:-

Chairperson

Vice-Chairperson

Secretary

Two Joint Secretaries

Treasurer

Joint Treasures

Members

Principal of the School

One from amongst the parents

One from amongst the coordinators

Both from amongst parents

Teacher

Teacher/Parent

One teacher/ one parent

7. GUIDELINES AND RULES OF CONDUCT

Members, will at all times, during its deliberation and actions, work with proper conduct and respect to one another and to the school. Each member must attend general meetings unless a member has a sound reason that will hinder him.

- a. The period of Parents-Teachers' Association would be for one year. Any parent once has become the office bearer or the executive committee member, thereafter in the **next three years**; he cannot become the office bearer of the executive committee member.
- b. The meeting of managing committee should be called **minimum once** in three months.
- c. In the school, every student's parents should be the member of Parents- Teachers' Association.
- d. Help School in any events outside and beyond standard School functions such as: Organizing intra school quiz competitions, science fair, community outreach, teacher appreciation event etc.
- e. Provide an "ear" to the issues concerning the parent body at large and take it up with School management for satisfactory resolution.
- f. Solicit new ideas and suggestions from the parent body to help enhance the overall and all round education experience and work with WGS for review and implementation of the same.
- g. Build a sense of community at school through increased and sustained parental participation and involvement in school events.
- h. Foster a relationship between parents, teachers, school management and Board of Trustees.
- i. Rules and regulations/ roles and responsibilities will be constantly evolving and subject to review and changes based on the changing needs of children, parent and the teachers.
- j. Any changes in the rules and regulations must be first approved and the committee's meeting and thereafter at the a general body meeting provided that previous notice was given in writing and sent to



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all the members. Those present for the said meeting can approve of the said changes by a simple majority, subject to the Chairman's casting vote, in the event of any disagreement.

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h. As per the requirements, time & active participants are expected from members. It's also important to attend meetings whenever it will be called.

NOTE: - The Members who wish to enroll themselves as PTA member should make it sure that they will actively take part in all the events and activities as and when required. The parent who can devote time for the same should enroll themselves.

Mudhan

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K. Rajeswararaj

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LIST OF MEMBERS

PARENT TEACHER ASSOCIATION 2022-2023

	DESIGNATION	NAME OF THE MEMBER	
1.	Chairperson	Mrs. Rajanala Madhavi	Principal of the School
2.	Vice Chairperson	Mr V. Sreenivasarao	Parent
3.	Secretary	Mrs Rama Tulasi	Teacher/coordinator
4.	Joint Secretaries	Mrs P. Srikala	Parent representative
5.		Mr Edward Collins	Teacher Representative
6.	Treasurer	Mrs Roopavathi	Teacher representative
7.	Joint Treasurer	Mr M Venkata Ramana	Parent representative
8.		Mr P Naidu	
9.	Member	Mr .K. Adibabu	Parent/Teacher Std 6
10.		Mrs M. Tulasi	
11.	Member	Mr M. Siva Rama Prasad	Parent/Teacher Std 7
12.		Mrs M. Kalyani	
13.	Member	Mr I. Bhanu Prasad	Parent /Teacher Std 8
14.		Mrs M. Lakshmi	
15.	Member	Mr T. Siva Kumar	Parent/Teacher Std 9
		Mrs M. Harika	

Signature of the Principal: _____



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