



StEPs

Company no: 09545787

St Albans Educational Partnership for Schools (StEPs)

Constitution

1) NAME

The name of the group shall be The St Albans Educational Partnership for Schools, hereafter referred to as the Group.

2) REGISTERED OFFICE

The registered office address is 7 Philimore Place, Radlett, Hertfordshire WD7 8NH

3) OBJECTS

The objects of the Group shall be:

- To enable children, young people, adults, their families and the local community to improve their wellbeing through creating opportunities to raise aspirations strongly linked with realistic and achievable expectations.
- To play a significant role in the lives of many young people and their families, often independently of statutory bodies, and engage with those who are reluctant to involve statutory agencies or are unsure of who to turn to.
- To support and develop life skills for personal and social development for future life paths.
- Promote and develop innovative and proactive projects to support and prevent family's situations from escalating and requiring greater and more specific services
- Work in Partnership with external agencies (statutory and non statutory) to improve life chances and the standard of living for those residing in the District and beyond
- Fill gaps in need for vulnerable children, young people and adults
- To provide every child with the best possible start in life by promoting diversity, community cohesion, inclusion and wellbeing.
- Develop and encourage volunteering from the private and public sectors
- Provide access to emotional wellbeing, early intervention and extended services and support families enabling our children and young people to have better outcomes, including, but not limited to:
 - Being healthy
 - Staying safe
 - Enjoying and achieving
 - Making a positive contribution
 - Achieving economic wellbeing

4) POWERS

In furtherance of the objects, but not otherwise, the Management Board may exercise the power to:

(i) Promote the health and wellbeing of the residents of the area and to work together as residents irrespective of age, sex, ethnicity, ability, religion or political view.

- (ii) Promote environmental improvement and conservation by educating, encouraging and assisting the local population in environmental practice, working in partnership with similar groups and organisations.
- (iii) Invite and receive contributions and raise funds where appropriate, to finance the work of the Group, and to open a bank account to manage such funds.
- (iv) Publicise and promote the work of the Group and organise meetings, training courses, events or seminars etc.
- (v) Work with groups of a similar nature and exchange information, advice and knowledge with them, including cooperation with other voluntary bodies, charities, statutory and non statutory organisations.
- (vi) Employ staff and volunteers (who shall not be members of the Management Committee) as are necessary to conduct activities to meet the objects.
- (vii) Take any form of action that is lawful, which is necessary to achieve the objects of the Group.

5) MEMBERSHIP

- (i) Membership shall be open to anyone who has an interest in assisting the Group to achieve its aim and is willing to adhere to the rules of the Group.
- (ii) Where it is considered membership would be detrimental to the aims and activities of the Group, the Management Committee shall have the power to refuse membership, or may terminate or suspend the membership of any member by resolution passed at a meeting. Members shall have the right to appeal via an independent adjudicator determined by mutual agreement of the management committee.
- (iii) Any member of the association may resign his/her membership by providing the Secretary with written notice.

6) MANAGEMENT COMMITTEE

- (i) The Group shall be administered by a Director and Secretary and others may be invited who have a similar constitution and aims

7) OFFICERS

- (i) The Group shall have a committee consisting of:
The Directors (min of 3 persons unrelated)
The Treasurer
The Secretary
and any additional officers the Group deems necessary at the meeting required to carry out the required activities.

8) MEETINGS

- (i) The committee shall meet at least three times a year. Meetings shall enable the Group to discuss actions and monitor progress to date, and to consider future developments.
- (ii) All members shall be given at least fourteen (14) days' notice of when a meeting is due to take place, unless it is deemed as an emergency.
- (iii) Two-thirds of committee members must be present in order for a meeting to take place.
- (iv) It shall be the responsibility of the Chairperson to chair all meetings or a designated deputy in his/her absence. All meetings must be minuted and accessible to interested parties.

9) FINANCE

- (i) Any money acquired by the Group, including donations, contributions and bequests, shall be paid into an account operated by the Management Committee in the name of the Group. All funds must be applied to the objects of the Group and for no other purpose.
- (ii) Bank accounts shall be opened in the name of the Group. Any deeds, cheques etc relating to the Group's bank account shall be signed by two (2) of the following committee members: Director; Secretary.
- (iii) Any income/expenditure shall be the responsibility of the Treasurer who will be accountable to ensure funds are utilised effectively and that the Group stays within budget. Official accounts shall be

maintained, and will be examined annually by an accountant. A financial report shall be produced annually. The Group's accounting year shall run from 01 May to 31 April.

10) ALTERATION OF THE CONSTITUTION

(i) Any changes to this constitution must be agreed by a majority vote at a special general meeting.
(ii) Amendments to this constitution or dissolution of the Group must be conveyed to the Secretary formally in writing. The Secretary and other officers shall then decide on the date of a special general meeting to discuss such proposals, giving members at least four weeks (28 days) notice.

11) DISSOLUTION

(i) The Group may be dissolved if deemed necessary by the members in a majority vote at a special meeting. Any assets or remaining funds after debts have been paid shall be returned to their providers or transferred to local charities or similar groups at the discretion of the Management Committee.

This constitution was adopted on 1st January 2016