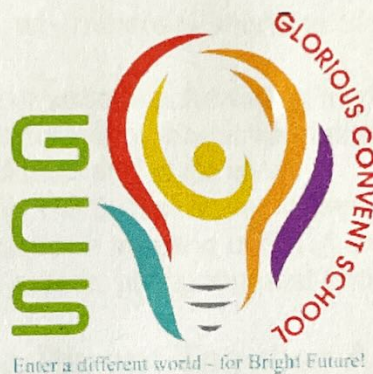


**RULES AND REGULATIONS
OF
PARENT – TEACHER ASSOCIATION
(CONSTITUTION)**

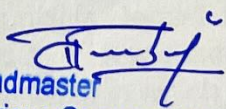


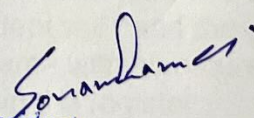
GLORIOUS CONVENT SCHOOL
FF ROAD, LADHUKA, FAZILKA
DISTT- FAZILKA (Pb)

PHONE : +91 84371-03939

WEBSITE : www.gloriousschool.in

E-Mail : gcsprincipal2018@gmail.com


Headmaster
Glorious Convent School
F.F. Road, Ladhuka


President
S.B.D.S. Education & Research
Foundation Society
F.F. Road, Ladhuka (Fzk.)

THE AIMS AND OBJECTIVES OF THE ASSOCIATION

Objectives of Parent Teacher Association:

1. To revive the relationship between the parents and teachers.
2. To create healthy educational environment in schools.
3. To arrange time to time discussions with the elder persons of the society and to incorporate their suggestions for the improvement of the educational standard in the schools.
4. To suggest ways so that the students' education is promoted.
5. To make a collective efforts to improve the conduct of the students and also to restrict the entry of anti-social in school campus.
6. To inform the parents/guardians about the performance of their wards for time to time, and to make arrangements for the parents to meet the concerned staff once in a quarter.
7. To arrange for teachers etc. when there is shortage of staff in the institution as a temporary measure.
8. To make the parents aware of various schemes of the Govt. in the area of education and also to give information about various activities and programmes of the department at school, district and state level.
9. To make a collective effort for the overall development of the organisation and students, by arranging at least one meeting of P.T.A executive quarterly and that of its general house once in a year, giving topmost priority to students' welfare.

Forming the Parent Teacher Association

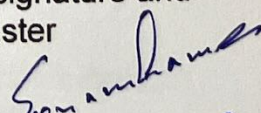
There will be a general body of P.T.A of which all the parents or graduations of the students studying in the school and teachers of the school will be the members:

Only two persons with technical expertise and knowhow and of integrity will be co-opted members of PTA and these will be adopted by the general house and will also be the co-opted members of executive council. This will be done in case none of the parents/guardians with such expertise is available or not willing to take up the responsibility of such nature.

The general body will hold a meeting. The students will be asked to request the parents to attend this meeting for which date and time will be notified on the notice board of the school. In addition, information can be sent through letter/card for which postage expenditure will be met out of PTA funds.

The first meeting should take place under the chairmanship of the head of the institution. Once the executive council is elected, the president will head the general meeting every time. The members of PTA will enter their name with signature and the name of their wards along with class in which studying in the register


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K. Ka (Fzk.)

Structure of Parent Teacher Association: The following will be the members of the Association.

- I. Chairman Principal Of The Institution.
- II. President To be elected amongst the parents/guardians members of PTA.
- III. Vice President Elected from members of the PTA.
- IV. Secretary Teacher
- V. Joint Secretary.....Elected from the parents/guardians.
- VI. Chief Advisor..... Elected from the parents/guardians.
- VII. Members (5-7)..... (3 From teachers and rest from the parents/guardians).
One female must be selected from the teachers.

Functions of Association: The Association will be responsible for the welfare task of school and can take the help of those members who have been registered during the general session of the PTA.

Rights of Parents Teachers Association: In simple sense, following are the power or rights of the Association:


- 1) To sanction and implement the actions to be taken for the students welfare.
- 2) To Conduct timely meetings for the welfare of the school.

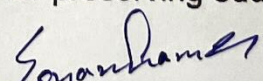
Rights and Duties - In simple sense following are the power or rights as:

- I) The chairman will be the witness to all the proceedings of PTA.
- II) The president will be the head in all general session and meetings of the executive council.
- III) The vice-president will have all the rights of the president in his absence. If both are absent the members can elect the anyone amongst them to preside over meeting.
- IV) The chief advisor will be any of the senior and the experienced guardians to guide and suggest the proper functioning of the PTA.
- V) Secretary will take care of all the works of PTA. He will call the meeting of executive council by the permission of the President. He will record the proceeding in a register.
- VI) Treasurer will work according to the orders of the Association.

Meeting of the Association - The meeting of the Association should be held at least once in a month or whenever the need be. The quorum will be 2/3 of the total members of Association. If the quorum is incomplete, the meeting will be postponed, and can be held again within 10 days. The members present in the rescheduled meeting will form the quorum, but in such case only those subjects will be discussed which were on the agenda of the postponed meeting.

Record Keeping: School will keep proper records in the form of register to determine how well the school is contributing to Students' Welfare and for preserving education information.


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Foundation Society
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GLORIOUS CONVENT SCHOOL

F.F. ROAD, LADHUKA, DISTT-FAZILKA (PUNJAB)

Mob. No. +91 84371-03939, +91 97794-63908



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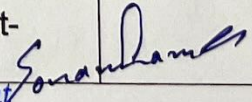
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Members of Parent-Teacher Association

The under mentioned have been appointed as Members of PTA at Glorious Convent School, Ladhuka have effective interaction between teachers, parents and students and to deal with problems relating to them in the school. Regular meetings are held to keep the parents abreast of academic performance of their wards.

Sir. No.	Designation	Name and address	Contact No
1.	Chairman (Principal) Glorious Convent School	Mr. Prince kamboj s/o Sh. Des raj , Vill- Gumani wala, Jalalabad	84371-03939
2.	President	Des raj s/o Jaimal ram, Vill- Hamid saide ke, Fazilka	9464105274
3.	Vice President	Akash kumar S/o Lachman dass, Vill- Tarobari, Fazilka	9464667757
4.	Secretary	Ashwani asija s/o Ramesh kumar, Vpo-Lamochar kalan	6280562080
5.	Joint Secretary	Raj kumar s/o Karnail singh, Vill- Lakhe ke uttar, Fazilka	8146587302
6.	Chief Advisor	Baljeet singh S/o Satnam singh, Vill -Jhok dipulana, Fazikla	9417087802
7.	Parent Member	Gurjeet Kaur w/o Gurjeet singh, Vill- Ladhu wala, Jalalabad	9814409302
8.	Parent Member	Sheenam rani w/o Amandeep, Vill- Lakhe ke Musahib, Fazilka	8437650685
9.	Parent Member	Manish Kumar s/o Madan lal, VPO- Mandi Ladhuka, Fazilka	9780426420
10.	Parent Member	Manisha W/o Sandeep kumar Vill -Ahal bodla , Fazilka	9592239532
11.	Parent Member	Attarpreet Singh s/o Gurcharan singh, VPO- Kirian wala, Tehsil & distt- Fazilka	7986100453


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