OXFORD FRIENDS OF HOPE AND FAITH SCHOOL

*CONSTITUTION*

*As adopted by General Meeting on 8 September 2014*

*and amended on 10 September 2015*

1    Name: The Oxford Friends of Hope and Faith School ('the Friends')

2    Objective: to provide financial  and other assistance to the Hope and Faith Christian Community School  and to its associate Max High if established ('the schools') in Ngombe, Zambia, and to staff members and former pupils of the schools for their further education

3    Membership is open to all who seek to further the Friends' objectives.

4  The Friends shall cooperate closely with Cumnor United Reformed Church, of which it is an association joined in governance, in that church's support of the schools, and with the Friends of Hope and Faith School on the Isle of Skye.

5    The officers of the Friends shall be the Chairman, the Organizing Secretary and the Treasurer.

6    The Committee shall consist of the officers and up to six others. The members in General Meeting may increase the size of the Committee. The Committee may co-opt members, such appointment to be ratified by General Meeting.

7 The Elders’ Meeting of Cumnor United Reformed Church shall appoint the Treasurer, and one member of the Committee to have the specific duty of maintaining liaison between that church and the Friends.

8    Subject to Article 7, the members in General Meeting shall appoint the officers and other member(s) of the Committee by majority vote, for terms of one year.

9   A General Meeting shall be held at least twice a year.

10    Each General Meeting shall include a discussion of policy.

11   Policy shall be adopted and from time to time amended by the Committee and shall be communicated to members and other donors without delay.

12  General Meeting and the Committee shall, save as provided in Articles 8 and 18, proceed by consensus, or, failing that, by majority vote.

13  Funds received by the Friends shall be paid to Cumnor United Reformed Church with the request that it obtain Gift Aid where that is available and against that church's undertaking to disburse those funds and related Gift Aid as directed by the Committee.

14   Responsibility for the schools' educational objectives and ethos rests with the schools' governing bodies in accordance with their constitutions and the Friends respect their autonomy while encouraging high standards of administration and accounting.

15    The Committee shall strive to secure a regular flow of financial and other information from the schools.   
16   The Committee shall provide a steady flow of information to members and other donors and shall give publicity to the schools' achievements.

17    In particular, the Committee shall provide members with an annual statement of funds received and of disbursements made on behalf of the Friends.

18 This constitution may be amended on a proposal from the Committee by an Extraordinary Meeting by a two-thirds majority.

19   The Friends may be dissolved by decision of General Meeting. On dissolution it shall be the responsibity of Cumnor United Reformed Church to disburse any remaining funds held for the Friends to the schools.

10 September 2015