



# THE CONVENT

(TO BE AFFILIATED TO CBSE, NEW DELHI)

MANAGED BY: SHRI LAXMI NARAYAN EDUCATIONAL SOCIETY (REGD.)

Ref. No. \_\_\_\_\_

Date: \_\_\_\_\_

## List of PTA members for session-2025-26

S. no.	Members Name	Designation
1	Mrs Archana Malhotra	Head Mistress
2	Mrs Mamta Singla	Member
3	Mrs Rakhi Rani	Staff Member
4	Mrs Rachna Thakur	Staff Member
5	Mrs Ramandeep Kaur	Staff Member
6	Mrs Inderjit Kaur	Staff Member
7	Mrs Poonam	Parents Member
8	Mrs Aakansha Gupta Sood	Parents Member
9	Mrs Ruchi Monga	Parents Member
10	Divayam Verma (Grade-VI)	Student representative
11	Nikhil (Grade-VII)	Student representative

For The Convent  
*Rahul Sharma*  
President

*Archana Malhotra*  
Principal  
The Convent  
Pohir (Ludhiana)

# THE CONVENT

Jhammat Road, Pohir, Distt-Ludhiana

## PARENTS TEACHERS ASSOCIATIONS (PTA)

### CONSTITUTION, POWER & FUNCTIONS OF THE PTA

#### 1. DEFINITION:-

Parent Teacher Association (PTA) is a formal organisation composed of parents teachers and the members of the management team intended to facilitate parental participation in the functioning of a school or an educational institutions. The function of the PTA is not only to help/support the school in the betterment of the student, but also to provide help/support in the improvement and development of the school.

#### 2. PREAMBLE:-

We desire to sustain the promotion and continuity of the sound, meaningful and qualitative education for the students of THE CONVENT, Jhammat Road, Pohir, Distt-Ludhiana. We, the parents/guardians and teachers of the students in this institutions, by jointly and severely agree to constitute ourselves into an organisation whose membership shell embrace all parents, guardians and teachers of the registered students in THE CONVENT, Jhammat Road, Pohir, Distt-Ludhiana.

#### 3. AIMS AND OBJECTIVES:-

The aims and objectives of the association (PTA) shall be:-

- To provide a channel for both the parents and the school to exchange opinion connecting the school policies promoting the development of the school and the betterment of the students.
- To foster mutual understanding, harmonious relationship and cooperation among parents, guardians and teachers in the fulfilment of their common aims, the welfare of the school and the students/pupils therein.
- To maintain a healthy and sympathetic understanding of the education policies and program of the school and thus influence the same to create a suitable climate for the reception of the same.

*Rahul Sharma*  
President

*J. K. Sharma*  
Principal  
The Convent  
Pohir (Ludhiana)

**4. The Executive Committee:-**

1. The executive committee will meet, when necessary, but at least twice per term.
2. The committee meetings are not open for other members. However, members may refer to any relevant matter of their interest through the secretary of the association.
3. Decision of the committee will be made by the majority vote process.
4. All committee members have equal voting rights, with the exception of the Chairman, who has an additional casting vote, should this be needed.
5. Seven members of the Executive Committee shall constitute a quorum at the meeting of the council. Without a quorum, no business shall be transacted.
6. An elected member of the committee shall cease to be member of the committee if the he/she fails to attend three consecutive meetings of the committee.

**5. Executive Committee Members:-**

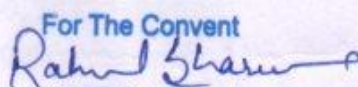
1. Principal
2. Members
3. Staff members
4. Parents members
5. Student representative

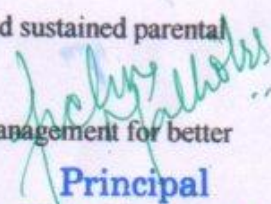
**6. Guidelines and rules of the conduct committee:-**

- Member of the PTA will at all times during its deliberations and actions, work with proper conduct and respect to one another and to the school.
- Each member must attend general meetings unless he/she has a sound reasons that hinders him/her from participating the meeting.
- Governing council will not concerned themselves in individual/personal matters.

**7. General responsibilities:-**

- Provide an "ear" to the issues concerning the parents at large and take it up with the school management for satisfactory resolutions.
- Solicit new ideas and suggestions from the parents to help enhance the overall and all-round education experience and work with the school for review and implementation of the same.
- Build a sense of community at the school through increased and sustained parental participation and involvement in the school events.
- Foster relationship between parents, teachers and the school management for better understanding, corporations and development/improvement.

For The Convent  
  
President

  
Principal  
The Convent  
Pohir (Ludhiana)