

**JOINTLY PREPARED BY PTA REPRESENTATIVES AND SCHOOL MANAGEMENT of " Narayan College of Science & Arts, Etawah".**

**1. DEFINITION & AIM OF THE PTA**

- 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.
- 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**

- Association – All Parents, Teachers and employees of the " **Narayan College of Science & Arts, Etawah**".
- 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" **Narayan College of Science & Arts, Etawah**".
- 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 " **Narayan College of Science & Arts, Etawah**".

**4. AIMS AND OBJECTIVES**

The aims and objectives of the association shall be:

- To provide a platform for parents, guardians, and teachers of students of " **Narayan College of Science & Arts, Etawah**" to meet, exchange, deeply analyse issues, make recommendations and effectively pursue the implementation of decisions on matters affecting education/learning.
- To foster mutual understanding, harmonious relationship and cooperation among parents, guardians, and teachers in the fulfilment of their common aim, the welfare of the school and the pupils/students therein. To make for a healthy understanding of the education policies and programs of the school



**Dr. Dharmendra Sharma**  
Principal  
Narayan College of Science And Arts  
Alampur Hauz, Agra Road, Etawah (U.P.)

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

Membership of association shall be open to –

- Parents/guardians whose children or wards attend school in " **Narayan College of Science & Arts, Etawah**". Such participation shall be **non – political** and **non –religious**.
- Any person who is a member of the teaching staff of " **Narayan College of Science & Arts, Etawah**".
- For every class / Division one parent and one teacher (As per the number of divisions, Parent members)
- 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:-

<b>Chairperson</b>	<b>Principal of the School</b>
<b>Vice-Chairperson</b>	<b>One from amongst the parents</b>
<b>Secretary</b>	<b>One from amongst the coordinators</b>
<b>Two Joint Secretaries</b>	<b>Both from amongst the parents</b>
<b>Treasurer</b>	<b>One from amongst the teachers</b>
<b>Joint treasurer member</b>	<b>One teacher/one from parents member</b>
	<b>One parent and one teacher from every standard</b>

## 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 two years. 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.

## GUIDELINES AND RULES OF CONDUCT

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- 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.
- Provide an "ear" to the issues concerning the parent body at large and take it up with School management for satisfactory resolution.
- Solicit new ideas and suggestions from the parent body to help enhance the overall and all round education experience and work with " **Narayan College of Science & Arts, Etawah**". For review and implementation of the same.
- Build a sense of community at school through increased and sustained parental participation and involvement in school events.
- Foster a relationship between parents, teachers, school management and Board of Trustees.
- 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.
- 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 all the members. Those present for the said meeting can approve of the said changes by a simple majority, subject to the President's casting vote, in the event of any disagreement.
- 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 enrol 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.

  
Dr. Dharmendra Sharma

**Principal / Chairperson of PTA " Narayan College of Science & Arts, Etawah"**

**Dr. Dharmendra Sharma**  
Principal

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Alampur Hauz, Agra Road, Etawah (U.P.)



In The Auspices of Pt. Deen Dayal Upadhyay Jagrati Samiti

# Narayan College of Science and Arts

ISO-9001 Certified

Ref. No.:

## Parents-Teacher's Association Committee

Date :

Sl. No	Name of the designation holder	Designation	Signature
1	Dr. Dharmendra Sharma (Principal)	Chairperson	
2	Mr. Rajesh Mishra (Parent)	Vice-Chairperson	
3	Mr. Gaurav Agarwal (Coordinator)	Secretary	
4	Mr. Rajendra Kumar (Parent)	Joint Secretary 1	
5	Mrs. Anjana Pandey (Parent)	Joint Secretary 2	
6	Mr. Arjun Singh (Teacher)	Treasurer	
7	Mrs. Sima Mishra (Teacher)	Joint Treasurer 1	
8	Mrs. Pooja Agarwal (Parent)	Joint Treasurer 2	
9	Mrs. Archana Mishra (Teacher) & Mr. Neeraj Mishra (Parent)	Member(s) Standard 1 <sup>st</sup>	
10	Mrs. Deepti Awasthi (Teacher) & Dr. Arvind Kumar (Parent)	Member(s) Standard 2 <sup>nd</sup>	
11	Mr. Arif Hussain (Teacher) & Mr. Upendra Kumar (Parent)	Member(s) Standard 3 <sup>rd</sup>	
12	Mr. Prashant Kumar (Teacher) & Mr. Vivek Kumar (Parent)	Member(s) Standard 4 <sup>th</sup>	
13	Mr. Sumit Kumar (Teacher) & Mr. Santosh Kumar Goyal (Parent)	Member(s) Standard 5 <sup>th</sup>	
14	Mrs. Vandana Rawat (Teacher) & Mr. D.S. Meena (Parent)	Member(s) Standard 6 <sup>th</sup>	
15	Ms. Hina Kauser (Teacher) & Mr. Sudhir Yadav (Parent)	Member(s) Standard 7 <sup>th</sup>	
16	Mr. Anuj Garg (Teacher) & Mr. Nitin Kumar Verma (Parent)	Member(s) Standard 8 <sup>th</sup>	
17	Mrs. Pratibha Gupta (Teacher) & Mrs. Ghazala Ahwal (Parent)	Member(s) Standard 9 <sup>th</sup>	
18	Mrs. Sudha Dixit (Teacher) & Mrs. Dolly Agarwal (Parent)	Member(s) Standard 10 <sup>th</sup>	
19	Ms. Rupum Dubey (Teacher) & Mr. Indra Pal Yadav (Parent)	Member(s) Standard 11 <sup>th</sup>	
20	Mr. Rohit Sharma (Teacher) & Mrs. Santoshi Tripathi (Parent)	Member(s) Standard 12 <sup>th</sup>	

Dr. Dharmendra Sharma  
Principal

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