

STANDING OPERATING PROCEDURE (SOP's)
FOR Conducting PTA Election

INTRODUCTION

Parent teacher Association (PTA) is considered to be an important contributor in imparting quality education at VSPK International school. Unless the school authorities and parent body synergies all efforts, thinking, perception and actions, the aim of achieving wholesome development of pupils cannot be fulfilled.

The experience of the school shows that the number of parent desirous of being in the elected body will increase many fold in every successive election. Therefore, it is necessary to have a SOP for a democratic election process to provide a level and fair chance to all the contending parent for being a part of the system as parent representative in the executive body of PTA

Governing rules & Regulations

Elections, composition and charter of duties of various elected members will be in strict compliance to DSEAR 1973 and guidelines of DOE issued From time to time .Aims and objectives policy, functions, PTA code of conduct composition and membership as per DSEAR are attached for your reference.

Notification for Elections

A suitable date for elections, a working day will be announced for the election and 5 days prior notice will be given to all the parents through school website and notice board of the school. The date and time of election should provide adequate time period for the newly elected body to assume office prior to the last date of functioning of the current members. should make efforts to ensure, max attendance of parents for elections.

Filling of Nomination for Elections

A window of one day will be given to desirous parent to file their nomination after the announcement of election date and before the date of election .The parents can obtain the format for nomination from the school reception office. Only those parents who file their nomination within the prescribed window period shall stand eligible for contesting the elections. Procuring and submission of nomination form will be between 10:00 AM to 12:00 PM Noon on the designed date i.e, 23rd April 2024

All contestants are supposed to be well versed with the aims, policy, functions, PTA Code of Conduct, objectives and functioning of the PTA Executive Body as laid down in the DSEAR-1973, Chapter-V, Rule59 and DOE letter no.1913: 12.04.2010 are attached with these SOP's for reference.

If in 'Para 6' of nomination form (filled by contestants) a divergent views of the contestants, contrary to what is envisaged in DSEAR-1973,Chapter- ,Rule-59, and DOE letter No1913 dated : 12/4/2010 is found, the school may cancel the nomination without assigning reasons.