

1. Educare is the name of the educare and it will be shortened. Let the constitution reflect that the educare, namely Is operated by Also let the constitution reflect that are the sole owner and founders of the educare in the event of death. Also state if the centre is a islamicaly based educare or a home based educare and is situated at

2.1. Our main objectives are as follows:

- a) To operate in the best interest of the well being and development of the child.
- b) To provide a safe environment where children can grow to their full potential.
- c) To create a place where they can develop in all learning domains (physically, intellectually, socially and emotionally).
- d) To be in an environment where they are free from any form of discrimination.
- e) Providing a loving, warm and positive area for all children from all walks of life.
- f) To promote, encourage administer and co-ordinate the development of early childhood development at D1. Ed.
- g) To maintain the educare as a family business.
- h) To promote Islamic studies to the Muslim children, but not to force any non-Muslims to perform any acts or activities relating to Islamic studies.

2.2. The secondary objectives are as follows:

- a) Providing an environment conducive to Islamic ideals and values and to manifest relations and understanding between Muslims and non-Muslims.
- b) Provide a learning environment for the children and parents to develop together.
- c) Create a privately own institute that involves and benefits the community.
- d) To raise funds for the managing of the educare that would enhance early childhood development.
- e) Make rules and standing orders for categories of members and their rights.
- f) Work with similar groups and exchange information and advice with them.
- g) Take any action that is lawful, which would help it to fulfil its aims.

3. Income and property

- a) Income will be generated as follows:

*Educare fees

*Fundraisers

*Application for donations

- b) The educare/ owners may pay a reasonable amount for work done for the educare.
- c) The owners/ educare will write down and keep records of everything it owns.
- d) All properties or an asset belongs to the owners and beneficiaries of.....
- e) If the educare has any funds that can be invested, the funds may only be invested with a registered financial institute.
- f) Funds will be used as determined by the owners for the benefit of the educare.

Please note: is not funded by the WCED and all monies generated from the educare will belong to the owners

4. Operations

The educare is run solely as a family business an..... the managers of the educare. The sole owners and founders of the educare and has full right to be involved in any decision making taken upon the managers of They have full rights to funds, profits and monies generated by the educare. They are in full control of the educare and is govern by no committee, as a private owned family business.

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a) An Annual General Meetings (AGM) will be held at least once per annum to discuss:

- *annual report and financial statements and

- *the budget for the New Year.

The educare shall:

- be fully linked and is not separate to the owners.

- the educare will still exist even if there are new managers.

- be able to sign contracts and enter into other relationships, provided that the owners agree. It can sue and be sued in its own name.

- can own property and other possessions.

b) They power and authority that it believes needs to be able to achieve the objectives stated number 2 in this constitution.

c) Management has the power and authority to raise or invite funds and receive contributions.

d) They have the right to form sub-structures with members from the parent body:

- *fundraising and entertainment

- *maintenance

- *education (teachers and principal and two general members of the educare)

Please note:

The parents of have no say in the running of the educare regarding finances, decision making, etc, however they have full rights to the well being and the educare of their child.

5. Meetings and procedures

a) The management committee shall hold at least one ordinary meeting each year, if deemed necessary.

b) The members of the committee can call a special meeting if the need arises. They must let the other members of the management committee know well in advanced, no less than 21 days before the due date. They also need to inform them of the issues that will be discussed at the meeting.

c) Final decisions on proposed issues will be taken in these meetings.

e) Minutes of all meetings must be kept safely and always be on hand to consult.

f) The committee shall be accountable to the members at all times.

All management shall be given a least seven (7) days' notice of a meeting unless it is deemed an emergency meeting.

6. Finance

a) Any money obtained by the educare shall be used for the educare and any other needs deemed necessary by the management or respected owners.

b) Any bank accounts opened for the educare shall be in the name of the educare.

c) Any cheque issued shall be signed by the owner of the educare.

d) The owners will ensure that the educare stays within the budget.

- e) The owners will appoint an administrator or accountant to help manage the finances of the educare, if the need requires.
- f) Owners and managers will be in charge of all monies received and used.
- g) The owner of the educare must sign money out, if money needs to be taken out.
- h) The financial year of the educare starts:

Date: _____ Month: _____ year: _____

And ends on:

Date: _____ Month: _____ Year: _____

Please note:

All monies obtained by the educare will belong to the owner of the educare and will entrust the management committee to use the money wisely for the benefit of the educare and the management committee.

7.1. General meetings:

- (a) Management shall decide if it is necessary to have a general meeting.
- (b) The owner of the educare shall normally chair these meetings.
- (c) At least fourteen (14) days' notice of such a meeting must be given.
- (d) All meetings, including AGMs, must be minuted and shall be available to any interested party upon a valid reason.
- (e) All family members will be present at any/ all GMs.

7.2. Annual General Meeting

- a) shall hold an Annual General Meeting (AGM) once per annum.
- b) Where possible members shall be notified personally, otherwise notice will be deemed served by advertising the meetings at the educare's venue, sending SMS or written letter, giving at least 14 days' notice of the AGM.
- c) The business of the AGM shall include:
 - Discussing a report of the educare's activities over the year.
 - Receiving a report of the last financial year's accounts from the administrator or accountant on the finances of the group.
 - Considering any other matter as may be appropriate at such a meeting.
- d) All family members will be present at any/ all AGMs.

8. Alteration of the Constitution

- * Any alterations wanting to be made to the constitution must be made in writing or can be suggested at an AGM or GM.

9. Dissolution

The educare may close down at any time as decided by the owners of but a ninety (90) day notice shall be given to all respected parents of the educare.
On dissolution, after payment of all debts, any surplus or assets shall return to the owners.