

## **Constitution of the West Kent Autism Parents' Support Society (WKAPSS)**

### **Name**

The name of this organisation shall be the West Kent Autism Parents' Support Society ("WKAPSS" or "the Society")

### **Purpose**

The purpose of WKAPSS is to provide information on autism to parents and to enable the sharing of knowledge of autism amongst its members.

### **Membership**

Membership of WKAPSS is open to all parents of children with autism who reside in West Kent.

### **The Committee**

The Committee shall consist of a Chair, Treasurer, Secretary, and two other members. The Committee shall be elected at the Annual General Meeting. The quorum of the Committee shall be 3.

### **Meetings**

An Annual General Meeting shall be held once a year. Other meetings may be called by the Chair or by a majority of the Committee. The Quorum of a General Meeting shall be 10.

### **Functions of Committee members**

The functions of individual Committee members are as set out in the role specifications established by the Committee. The Committee shall ensure the proper governance and delivery of the aims and business of WKAPSS.

### **Conduct**

Members are expected to conduct themselves in a manner that reflects positively on WKAPSS, and in accordance with this Constitution.

### **Complaints**

Any complaints are to be addressed to the Secretary in writing.

## **Liability**

WKAPSS will not accept any liability for damage to or loss of property belonging to members, or for personal injury arising out of the activities of the Society either sustained by members or caused by the said members whether or not such damage or injury could have been attributed to or was occasioned by the neglect, default or negligence of any of them or the Committee members of the Society.

The members and Committee members of WKAPSS accept no liability arising out of the activities of the Society to members, Committee members and third parties beyond the available net assets of WKAPSS as shown by the Society's books of account.

## **Dissolution**

Upon any dissolution of WKAPSS, any remaining net assets shall be donated to a suitable autism support organisation within Kent, at the discretion of the Committee.

## **Data protection**

Membership of WKAPSS and acceptance of this Constitution by the member are deemed to constitute consent to the holding of relevant personal data for the purposes of the United Kingdom's Data Protection Act and any other applicable data protection legislation.

## **Non-profit status**

WKAPSS is a non-profit organisation.

## **Committee members**

The Committee members at this date are:

***Chair*** - Claudia Goodman

***Secretary*** - Jane Miles

***Treasurer*** - Henry Raschen

***Events Officer*** - Louise Douglas

***Membership Officer*** - Claire See

4 March 2026