



Vaishnav K K Sharma Trust

KKGI WORLD SCHOOL

Village Sahara, Post Sahara, Fatehpur Sikari Road, Agra.

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PARENT-TEACHER ASSOCIATION (PTA)

1. CONSTITUTION AND PURPOSE

The Parent-Teacher Association (PTA) of KKGI World School, Village Sahara, Post Sahara, Fatehpur Sikri Road, Agra, Uttar Pradesh, is constituted to establish a constructive and regular channel of communication and cooperation between parents/guardians and teachers. The PTA shall support the educational, developmental, welfare, safety and co-curricular objectives of the school and shall function in accordance with applicable CBSE directions, State Government requirements and school rules.

For CBSE documentation purposes, the PTA is maintained as the association of parents and teachers of the school. The current CBSE Affiliation Bye-Laws define "Parents-Teachers Association" as an association of the parents and teachers of a particular school.

2. OBJECTIVES OF THE PTA

1. Promote cooperation and healthy communication between parents, teachers and school management.
2. Support academic progress, attendance, discipline, character development and overall student wellbeing.
3. Provide a forum for parents and teachers to discuss educational and student-welfare matters.
4. Encourage parental participation in PTMs, orientations, workshops and co-curricular programmes.
5. Support student safety, health, hygiene, cleanliness, child protection and a positive school environment.
6. Facilitate constructive feedback from parents and communication of relevant school initiatives.
7. Encourage regular interaction regarding academic performance, behaviour, attendance and developmental needs.
8. Promote awareness regarding school rules, academic expectations, digital safety and responsible technology use.
9. Assist the school, within the PTA's role, in improving educational facilities and student-support activities.
10. Maintain a respectful, inclusive and child-centred environment.

3. PTA OFFICE BEARERS AND MEMBERS

S.N.	Name	Designation in PTA	Occupation	Residential Address
1	Smt. Sanju Kumari W/o Kunwar Gaurav Pratap Singh	Principal / Chairperson	Principal, KKGI World School Agra	1 Bajrang Vihar, Agra – 282007
2	Ms. Afsana Rehman	Teacher Representative / Secretary	Teacher, KKGI World School Agra	Adesh Hospital, Khandari, Agra
3	Shri Rajat Solanki	Teacher Representative	Teacher, KKGI World	Village & Post Sahara,

		/ Member	School Agra	District Agra
4	Shri Pawan Kumar	Parent Representative / Vice-Chairman	Service	195 Nagla Kasimpur, Agra – 283115
5	Smt. Meena	Parent Representative / Member	Housewife	Village Khasimpur, Agra
6	Shri Nand Kishor S/o Radha Kishan	Parent Representative / Member	Service	Sahara, Post Sahara, District Agra – 283105
7	Smt. Ruby W/o Nand Kishor	Parent Representative / Member	Housewife	Sahara, Post Sahara, District Agra – 283105
8	Shri Mukesh Kumar S/o Mukesh Chaudhary	Parent Representative / Member	Service	Krishna Vihar Colony, Devari Road, Agra
9	Shri Babloo S/o Ramveer Singh	Parent Representative / Member	Service	Nagla Hatti, Malpura, Agra
10	Smt. Niraj W/o Babloo	Parent Representative / Member	Housewife	Nagla Hatti, Malpura, Agra
11	Smt. Madhu	Parent Representative / Member	Housewife	As per school record
12	Shri Ravindra Singh S/o Shyam Babu	Parent Representative / Member	Service	Basua Nagla, Pathauli, Agra
13	Smt. Anita Parmar C/o Sunil Parmar	Parent Representative / Member	Housewife	Vaishnu Dham, Laramda, Agra
14	Raj Kumari W/o Pawan Kumar	Parent Representative / Member	Housewife	195 Nagla Kashimpur, Agra
15	Smt. Vineeta Devi	Parent Representative / Member	Housewife	As per school record

Note: The above list is prepared from the PTA record supplied by the school. The school should verify names, addresses, occupations and contact particulars against its original PTA register before final submission.

4. ROLES AND FUNCTIONS OF THE PTA

1. Facilitate regular Parent-Teacher Meetings and meaningful interaction between parents and teachers.
2. Discuss general academic progress, attendance, discipline and student-support requirements while maintaining confidentiality of individual students.
3. Provide constructive suggestions regarding teaching-learning practices, school facilities, activities and student welfare.
4. Encourage parents to participate in school orientations, workshops, awareness programmes and co-curricular activities.
5. Support initiatives concerning student health, safety, hygiene, sanitation, wellbeing and child protection.
6. Promote regular home-school communication to support learning and student development.
7. Place general issues affecting students before the Principal/competent authority for appropriate action.
8. Promote inclusiveness and non-discrimination.
9. Support awareness regarding attendance, punctuality, examinations; discipline and responsible use of digital resources.
10. Maintain PTA meeting minutes, attendance records, resolutions and action points.

5. RESPONSIBILITIES OF PTA CHAIRPERSON / PRINCIPAL

1. Preside over PTA meetings and ensure proceedings remain focused on student welfare and educational development.
2. Coordinate with teachers and parent representatives for effective communication and implementation of appropriate PTA action points.
3. Ensure PTA activities remain within applicable CBSE, State Government and school rules.
4. Protect confidentiality of individual student information.

5. Maintain proper PTA records and ensure matters requiring management action are referred to the competent authority.

6. RESPONSIBILITIES OF PTA SECRETARY

1. Prepare notices and agendas in consultation with the Chairperson.
2. Maintain the PTA register, attendance, minutes, resolutions and correspondence.
3. Record suggestions and action points arising from PTA meetings.
4. Coordinate communication between parent representatives and the school.
5. Assist in follow-up of approved PTA activities and maintain relevant records.

7. MEETINGS AND RECORD KEEPING

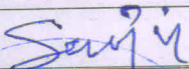
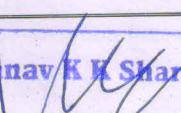
The PTA shall meet periodically and whenever required for Parent-Teacher Meetings, student welfare matters or other school-related purposes. Notice, agenda, attendance, minutes, resolutions and action-taken records shall be maintained. Matters requiring formal administrative or management action shall be referred to the competent school authority.

8. PTA GOVERNANCE AND LIMITATIONS

1. The PTA is a consultative and participatory body and shall function within the authority delegated to it by the school.
2. The PTA shall not interfere with the statutory powers of the Principal, School Management Committee, Trust/Management, CBSE or competent Government authorities:
3. The PTA shall not undertake any activity contrary to CBSE rules, State Government requirements, child-safety provisions or applicable law.
4. No PTA member shall use the association for personal, commercial, political or discriminatory purposes.
5. Any financial activity or expenditure, if permitted, shall be undertaken only with prior written approval of the competent school authority and proper records.

9. DECLARATION / CERTIFICATION

Certified that the Parent-Teacher Association of KKGI World School, Village Sahara, Post Sahara, Fatehpur Sikri Road, Agra, Uttar Pradesh, has been constituted to promote effective cooperation between parents and teachers and to support the academic, developmental, safety and welfare objectives of the school. The PTA shall function in accordance with applicable CBSE provisions, State Government requirements and school rules. The school shall maintain the original PTA register, meeting minutes, attendance and related records for verification by the competent authority.

PTA Chairperson / Principal	PTA Secretary	For Vaishnav K K Sharma Trust / Management
Signature: 	Signature: 	Signature: 
