**The Maynard Parents Association (MPA)**

**MPA Year Group Ambassadors Roles and Responsibilities**

**September 2025**

1. Year Group Ambassadors must be Members of the Association.
2. The MPA has Year Group Ambassadors for school years: R, 1, 2, 3, 4, 5, 6, 7, 8, 9, 10, 11, 12 and 13, with a maximum of two Ambassadors per year group.
3. All Year Group Ambassadors must sign up annually to a Register of Ambassadors held by the MPA, at the AGM each September.
4. The Year Group Ambassadors are collectively known as The MPA Advisory Group.
5. The Year Group Ambassadors provide a communication link to and from a specific year group, with the MPA.
6. The Year Group Ambassadors can provide valuable comments, feedback and recommendations for/against a funding request for the Trustees, but the Year Group Ambassadors do not have a formal vote on whether a request is granted or not.
7. Trustees shall have the power to co-opt a Year Group Ambassador at any time, and co-opted Year Group Ambassadors shall serve until the date of the next AGM.
8. Any Member can nominate themselves for election to Year Group Ambassadors role, providing they have a child in the relevant year group.
9. All Year Group Ambassadors shall be entitled to reimbursement of reasonable out-of-pocket expenses (including hotel and travel costs) actually incurred in the administration of the Association.
10. Year Group Ambassadors (whether elected or co-opted) automatically cease to be a Volunteer if he or she:
    1. is disqualified under section 72 of the Charities Act 1993 as amended by the Charities Act 2006 from acting as a charity trustee
    2. is incapable, whether mentally or physically, of managing his or her own affairs
    3. is absent from three consecutive meetings of the Year Group Ambassadors without prior notification to the Secretary
    4. ceases to be a Member of the Association
    5. resigns by written notice to the Committee
    6. is removed by a resolution passed by the Trustees. Removal is not effective until the Volunteer concerned has been notified in writing of the proposal and his/her right to respond within 14 clear days, and the matter has been considered in light of any representations made.