

ABTT SCHOOL THEATRE SUPPORT COMMITTEE
TERMS OF REFERENCE

1. The ABTT School Theatre Support Committee (ABTT STSC) shall be established as the successor to the School Theatre Support Group (STSG), the latter of which shall be formally dissolved following a vote of the membership on 1 June 2024 (in accordance with the STSG Constitution).
2. The ABTT Council shall appoint the ABTT School Theatre Support Committee with the following main functions:
 - a. for the benefit of theatre technicians and other production practitioners working in education; and
 - b. for the promotion of backstage/technical careers to school-aged young people.
3. The ABTT STSC shall operate under Clause 48 of the ABTT Articles of Association.
4. Any person who works in a recognised educational establishment or is keen to represent school theatres (where there shall be no conflict of interest) shall be able to participate in the ABTT STSC and the activities it undertakes. (Pupils/students shall not be eligible due to safeguarding/conflict of interest.)
5. The ABTT STSC shall elect or co-opt a Chairperson who shall remain in post for a maximum of two years initially, at which time the post shall be open to election (the existing post holder may stand for re-election) and thereafter every three years.
6. As per Clause 48 of the ABTT Articles of Association, at least one member of the ABTT STSC shall be an elected, co-opted or ex-officio member of the Council. In the event of the Chairperson of the ABTT STSC not being at that time a member of the Council they shall become an ex-officio member of the Council.
7. The ABTT STSC shall as it wishes elect or co-opt any eligible member to form an executive for the running of the ABTT STSC, under the overall direction of the Chairperson.
8. The STSG shall donate all money and assets to the ABTT in accordance with the STSG Constitution, with the condition that it be combined with the money already allocated by the ABTT from membership funds, to be used solely as a restricted fund for such activities as the ABTT STSC shall decide in accordance with its aims, until such time as the money is fully expended or the ABTT STSC ceases to exist.
9. The ABTT shall continue to allocate a portion of the membership fee to the ABTT STSC restricted fund for those ABTT members who have indicated their eligibility/participation in the ABTT STSC (via the ABTT membership joining/renewal process, as was the case for the STSG).
10. The ABTT STSC shall maintain a list of members who work in education (by such means to be agreed with the ABTT in accordance with their membership procedures), and provide online access to this information with contact details for members to be able to contact other members through the login section of the ABTT website (subject to privacy consent, etc).
11. The ABTT STSC shall prioritise the sense of community felt by members of the STSG, and shall investigate ways to enable easy regular contact between members, such as the use of online tools such as Discord or Slack.
12. The ABTT STSC shall be able to organise/promote/host relevant events and activities as it wishes, which shall include at least an annual meeting opportunity for members (most likely as part of the annual ABTT Trade Show

or as a separate conference event if budget/resources allow). (The ABTT STSC shall recognise that many members prefer a weekend event to avoid work clashes.)

13. The STSG Performance Support Award shall be passed to the ABTT for publication on the ABTT website as an online download, or other such means, free-of-charge to all interested parties. Any future development, re-publication or plans for moderation, 'Gold' certification and/or Young Associate membership shall be under the remit of the ABTT STSC, to be published as an addendum to the Award at a later date.
14. The ABTT STSC shall present an annual report to the ABTT Council, as well as submitting all minutes of meetings and records of financial transactions as required.
15. The ABTT STSC shall continue for as long as there are sufficient interested members and a Chairperson. The ABTT STSC shall be disbanded if it is deemed by the ABTT Council that there has been no activity for two years or other such period as deemed appropriate.

Appendix A – Excerpt from the ABTT Articles of Association:

48. The Council may from time to time appoint committees, and may define their respective functions and responsibilities. Any Committee so appointed shall in the exercise of the powers delegated to it conform to any regulations imposed upon it by the Council. A Committee may meet and adjourn as it thinks proper and may appoint a Chairperson of its meetings. Questions arising at any meeting of a Committee shall be decided by a simple majority of votes, and in the case of equality of votes the Chairperson of the meeting shall have a casting vote. At least one member of all Committees shall be an elected, co-opted or ex-officio member of the Council. In the event of the Chairperson of a Committee not being at that time a member of the Council they shall become an ex-officio member of the Council. All acts and proceedings of any such Committee shall be reported back to the Council as soon as possible.