

BRITISH SCHOOL AT ATHENS

Registered Charity No. 208673

PATRON: HRH THE PRINCE OF WALES

STATUTES

(adopted at an Extraordinary General Meeting on 18th June 2009)

NAME AND STATUS

1. The British School at Athens is a Registered Charity, No. 208673, in English Law. Its name in Greek shall be ‘Βρετανική Σχολή Αθηνών’ (previously ‘Αγγλική Αρχαιολογική Σχολή’). As required by the Hellenic Republic the School maintains premises in Greece; these are located in Athens at Souedias 52, GR106 76, Athens, Greece and are hereafter referred to as ‘the premises’.

PURPOSE AND FACILITIES

2. The purpose of the British School at Athens shall be to promote the study of Greece in all its aspects. It shall be its aim in particular to provide facilities for those engaged in research into the anthropology, archaeology, archaeometry, architecture, art, environment, geography, history, language, literature, religion and topography pertaining to Greek lands in all periods including modern times.
3. As required by Greek Law the School shall act as the sole administrative and applying body for the issue of permits by the Greek archaeological authorities for excavation, field survey and study of material.
4. For the purposes stated in 2 and 3, the School shall offer facilities to members of universities, museums, and other bodies, and to *bona fide* independent writers and researchers, especially for those in the British Isles, the Commonwealth, Greece and other countries of the European Union.
5. The School shall maintain its premises, including a Hostel, in Athens.
6. The School shall maintain a Library, Archive, Museum and collection of maps and photographs.
7. The School shall maintain the Marc and Ismene Fitch Laboratory for Archaeological Science.
8. The School shall be responsible to the Greek Archaeological Service for the operation of the Stratigraphical Museum at Knossos.
9. The School shall be responsible for its premises at Knossos including a Hostel (the Taverna) and Library, and for such other premises in Greece as the Council may determine.
10. The School shall maintain an office in London.

MEMBERS

11. Categories of membership of the School shall include: Regular Members (previously Students), Subscribing Members, and Honorary Members.
12. Persons eligible for admission as Regular Members shall include those holding Studentships awarded by the School; such staff and students engaged in research from institutions of higher education, museums, and other such bodies and schoolteachers in the British Isles, the Commonwealth, Greece and other countries of the European Union, and *bona fide* independent writers, artists and researchers as have been approved by the Director.
13. Subscribing Members shall be those persons who or corporate bodies which have paid the subscription for the current academic year as determined by Council.
14. Council may elect as Honorary Members such persons as it deems worthy of that distinction.

15. At the discretion of the Director, the School may admit as Regular Members undergraduates and those about to enter a university, where they are undertaking an approved course of study.
16. All persons taking part in fieldwork in Greece conducted as a result of a permit obtained by the School, or in subsequent study, must be admitted as Regular Members at a reduced fee to be determined.
17. An Annual General Meeting of all Members shall be held to report upon the work of the School and to present the School's accounts. Each Subscribing Member and each Regular Member of the current Session and the previous Session shall have one vote. A subscribing corporate body may send a representative who shall have a vote. Elections and appointments to Council shall be reported to this meeting. Special meetings of the Members may be called by Council. Council shall hold an Extraordinary General Meeting on receipt of a letter or letters requesting one signed by thirty Members or more.
18. Regular Members will be liable for a fee according to a scale to be approved by Council on the recommendation of the Director. Exemption from this fee will be given to: holders of Studentships awarded by the School, members of Council, Visiting Fellows and those whom Council may from time to time deem to be exempt.

THE VICE-PRESIDENTS

19. The Council may appoint one or more Vice-Presidents (*honoris causa*), including the British Ambassador in Athens while in post, and may grant other titles *honoris causa*.

THE COUNCIL

20. The governing body of the School shall be the Council. Members of the Council are Trustees of the School under the terms of the Charities Act 1993 and have the general duty of protecting all the School's property.
21. The Council shall be composed of:
 - i) the Chairman for a four year term, renewable for one further term;
 - ii) the Honorary Treasurer for a four year term, renewable for two further terms;
 - iii) one Vice-President, elected by the Council for a four year term;
 - iv) four nominated members who shall be elected by the Council to serve for four years with one member to be elected each year. After a gap of one year members can be re-elected or nominated;
 - v) four members elected by the Subscribing Members for four year terms with one member to be elected each year. After a gap of one year members can be re-elected or nominated;
 - vi) two Regular Members with two year terms elected by Regular Members in the current Session, one to be elected each year;
 - vii) the Chairs of the Committees for Archaeology; for Society, Arts & Letters; and for Finance & General Purposes.
22. Where the Council perceives the need for particular specialist experience to be represented on the Council, it shall have the power to co-opt one further member of the Council for a term of up to four years. Such a co-option must have the support of three-fourths of those present at a meeting of the Council.
23. The Director of the School and the Secretary to the Council shall normally attend meetings of the Council. Neither of these Officers has voting powers. The Vice-Chairman shall be elected by Council from among its members.

DUTIES OF THE COUNCIL

24. The duties of the Council, which it shall exercise itself and may not delegate, shall be:
- i) to consider and establish the mission, strategy and objectives of the School having received the advice and proposals of the Director;
 - ii) to ensure compliance with the purposes of the School set out in its Statutes;
 - iii) to approve policies, plans and budgets including the School's annual budget, so as to achieve the School's objectives, and to monitor performance against them;
 - iv) to ensure the solvency, financial strength and effective performance of the School;
 - v) to exercise guardianship over and ensure the effective management and control of the School's assets and resources;
 - vi) to establish procedures for managing risks to the School;
 - vii) to ensure compliance with the law in the UK and Greece;
 - viii) to elect the Chairman and the Treasurer (who need not already be members of Council) and the Vice-Chairman (who shall already be a member of Council);
 - ix) to appoint the Director of the School;
 - x) to recommend to the Annual Meeting the appointment of the School's auditors.
25. Council shall also appoint other Officers of the School but may delegate the appointment of Officers to the Director or to a Committee of Appointment. The Director appoints staff locally employed in Greece.
26. Council shall appoint Committees responsible for Archaeology; for Society, Arts & Letters; for Finance & General Purposes; for Governance; and for nominations, which shall be known as the Search Committee. Council shall approve the terms of reference of such committees. (The present Committees and their terms of reference are set out in Annexe A).

POWERS OF THE COUNCIL

27. The Council may suspend the Director pending investigation where there is reasonable suspicion of misconduct or in case of incapacity. In case of such emergency, the Chairman shall take action and report immediately to the members of Council. Where necessary, the Director may be removed from office by the Council with a majority of three-fourths of those present at a meeting specially summoned for the purpose. At least a fortnight's notice shall be given of such a meeting.
28. In the case of emergency arising from incapacity, misconduct or other cause, the Council will make arrangements for the temporary direction of the School.

PROCEDURES OF THE COUNCIL

29. If the Chairman is ill or incapacitated, the Vice-Chairman or his/her nominee shall convene any meeting of Council.
30. The Council shall meet at least three times a year. The Chairman may summon a special meeting at his/her discretion.
31. The Secretary shall send due notice of each meeting to each member of the Council. Seven voting members of the Council shall be a quorum.
32. In the event of the death or retirement of a member of Council before the end of his/her term, the vacancy may be filled by the Council until the next Annual Meeting. A member so appointed may subsequently be elected or appointed for a full term without an interval.

THE CHAIRMAN

33. The Chairman of the Council shall:
- i) ensure the efficient conduct of business at the Annual Meeting and meetings of the Council, and between meetings;
 - ii) maintain good communications with the Director between meetings of the Council;
 - iii) appraise the work of the Director and School Secretary;
 - iv) ensure that the Council's performance is reviewed from time to time.

THE DIRECTOR

34. The Director is the principal executive officer and principal accounting officer of the School, and is in charge of the School in Greece. The Upper House shall be the Director's residence during his/her term of office. The Director may absent himself/herself from Greece for short periods for research or School business, and in addition is entitled to annual leave.
35. The Director reports to the Council.
36. The Director's duties and responsibilities shall be:
- i) to advise the Council and its delegated bodies on the strategy of the School, and to implement the strategy approved by the Council;
 - ii) to recommend to the Council and its delegated bodies plans and policies, and to implement the plans and policies approved by the Council;
 - iii) to advise the Hon. Treasurer on the budget and other financial matters, and to implement in Greece the budget approved by Council;
 - iv) to represent the School in all its relations with the Greek State, Greek entities of public law, and third parties as appropriate; and to ensure that the School respects Greek law and regulation in its activities;
 - v) to develop and foster the academic life of the School, and to maintain academic standards;
 - vi) to report regularly to the Council on the School's activities, including the academic life of the School, the library, premises and finances, and all other matters affecting the interests of the School;
 - vii) to appoint domestic staff in Greece and participate in the appointments made by Council;
 - viii) to ensure and oversee the appraisal of all School staff;
 - ix) to advise Council on appointments of Officers of the School; or to make such appointments when delegated the authority to do so by Council;
 - x) to admit suitably qualified persons to the Library as Readers;
 - xi) to conduct his or her own programme of research;
 - xii) to appoint when absent from Greece the Assistant Director, the Fitch Laboratory Director, the Knossos Curator or other person approved by the Chairman to be in charge of the School. When absent from Athens, yet within Greece, the Director may exercise his/her discretion to appoint one of these persons in that capacity.
 - xiii) such other duties as may be appropriate to further or represent the interests of the School, such as holding office in the Friends of the British School.
37. The Director as the principal executive officer and principal accounting officer of the School shall represent same in all its relations with the Greek State, Greek Entities of Public Law, the Greek archaeological authorities and any third parties whatsoever.

The Director is empowered, in his/her capacity as representative of the School, to purchase in its name and on its behalf immovables situated in Greece, to transfer such immovables to the Greek State as required by the appropriate legislation, and also to accept in the School's name and on its behalf the donation to same of any immovables situated in Greece. More specifically, to sign before any Greek Notary Public the Deed of Purchase or of Sale or the Deed of Acceptance of the Donation, as the case may be, under any terms and conditions documents, petitions, notices or declarations required for this purpose under Greek law, including affidavits foreseen by Laws 820/1978, 1249/1982, 1337/1983, 1599/1986 and by articles 72 of Law 129/1989. To make any declarations, admissions, recognitions and waivers, involving the loss of rights and the undertaking of obligations including the waiver of all rights and actions at law to dispute, dissolve or annul the Deed of Purchase or the Deed of Donation and to waive all rights and actions arising from articles 178, 179 and 388 of the Greek Civil Code. To do and execute any other acts required in order to fulfil the above mandates. To appoint other attorneys or representatives with the same or lesser powers and to revoke same.

38. The Director may exclude a Member from the School's premises in case of misconduct. Such exclusion shall be reported immediately to the Chairman.
39. The duties of the principal Officers of the School in Greece shall be approved by Council on the recommendation of the Director and are listed in Annexe B.

VISITING FELLOWS

40. The Council may appoint non-stipendiary Visiting Fellows, who shall normally reside in the Hostel for three months during the Session. Visiting Fellows shall carry out a programme of research and take a general interest in the academic life of the School. They shall prepare a brief report on their research for the Director to forward to the Council.

PUBLICATIONS

41. The Council shall publish once a year a volume of the *Annual of the British School at Athens*, and an *Annual Report*. The *Annual* shall contain reports of fieldwork conducted by the School and of research that Members carry out. The School shall also publish an account of fieldwork and research in Greece such as is currently embodied in *Archaeology in Greece* and other monographs on research in Greece.
42. The Council has first claim upon the definitive publication in the *Annual* or supplementary volumes of the results of fieldwork conducted as a result of a permit obtained by the School. No such work may be published elsewhere without the Council's previous consent. Consent will require the agreement of the author(s) of such work to submit copies to the Library.

STATUTES

43. The Council may recommend amendments to the Statutes. Amendments to the Statutes as recommended by the Council shall require the approval of the Annual Meeting, or a special meeting as appropriate, of the current Members.