



# Crookfur Primary School Parent Council

## Code of Conduct

Members should	<ul style="list-style-type: none"><li>• support the ethos and values of the Parent Council and make it a welcoming group for all parents/carers, co-opted members and guests</li><li>• be aware of equality and fairness</li><li>• feel like their work makes a difference to the school community</li><li>• treat everyone as an equal and always be respectful towards each other</li><li>• ensure guests leave meetings with a positive view of the Parent council and what it is trying to achieve</li><li>• respect and keep to the decisions made at Parent council meetings</li><li>• be involved and help out wherever possible</li><li>• work with the utmost integrity, especially when dealing with financial matters</li><li>• understand that all Parent Council members are responsible for Parent Council funds</li><li>• declare any conflict of interest (for example, if someone is a teacher at Crookfur, or another school in East Renfrewshire) and avoid situations which could cause improper conduct</li><li>• be aware that only members of the Parent Council have a right to vote</li></ul>
Members should not	<ul style="list-style-type: none"><li>• undermine the decisions made at Parent Council by expressing opposing view out with the meetings</li><li>• discuss personal issues relating to children, parents or school staff</li><li>• post content on social media that is negative or abusive towards anyone on the school and local community</li><li>• speak with the media on behalf of the Parent Council without prior agreement</li><li>• publish information on social media (Facebook, WhatsApp etc) before the information is published by the school</li></ul>
Parent Council meetings	<ul style="list-style-type: none"><li>• everyone should be given a chance to speak and be heard, directed by the Chair</li><li>• all speakers should address the Chair</li><li>• members should contribute constructively at meetings</li><li>• each contribution should be valued and respected</li><li>• no-one should leave a meeting feeling belittled or excluded</li><li>• decisions will be made in the best interest of the whole school community</li><li>• if a vote is required, everyone on the Parent Council will get a vote and decisions will be made on the majority basis (with the Chair having the</li></ul>

	casting vote, if necessary); the result should be respected by all Parent Council members.
Review	This policy will be reviewed every year to ensure it remains up-to-date and relevant.
Declaration	<p>I confirm I have read and understood Crookfur Primary School Parent Council's Code of Conduct and will act in accordance with it. I understand that if I act in a way considered to undermine the objectives of the Parent Council, my membership shall cease if the majority of parent members agree. This will be confirmed in writing by the Chair/other office bearer.</p> <p>Signature</p> <hr/> <p>Print name</p> <hr/> <p>Date</p> <hr/>

Based on the template provided by Connect <https://connect.scot/>