

CODE OF CONDUCT

Name of group	Kilmacolm Primary School, Parent Partnership
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This Code of Conduct is to help Parent Partnership office bearers and committee members understand their roles.

Members should	<ul style="list-style-type: none"> • support the ethos and values of the Parent Partnership and make it a welcoming group for all parents/carers, co-opted members and guests • be aware of equality and fairness • feel like their work makes a difference to the school community • treat everyone as an equal and always be respectful towards each other • ensure guests leave meetings with a positive view of the Parent Partnership and what it is trying to achieve • respect and keep to the decisions made at Parent Partnership meetings • be involved and help out wherever possible • work with the utmost integrity, especially when dealing with financial matters • understand that all Parent Partnership committee members are responsible for Parent Partnership funds • declare any conflict of interest (for example, if someone is a teacher) and avoid situations which could cause improper conduct • comply with the demands of external regulatory bodies, for example OSCR for those groups that have charitable status • be aware only members of the Parent Partnership have a right to vote at Parent Partnership committee meetings.
Members should not	<ul style="list-style-type: none"> • undermine the decisions made at the Parent Partnership by expressing opposing views out with meetings • discuss personal issues relating to children, parents or school staff • post content on social media that is negative or abusive towards anyone in the school and local community • speak with the media on behalf of the Parent Partnership without prior agreement.
Meetings	<ul style="list-style-type: none"> • everyone should be given a chance to speak and to be heard, directed by the Chair • all speakers should address the Chair • members should contribute constructively at meetings

	<ul style="list-style-type: none"> • each contribution should be valued and respected • no-one should leave a meeting feeling belittled or excluded • decisions will be made in the best interests of the whole school community • if a vote is required, members of the Parent Partnership will get a vote and decisions will be made on a majority basis (with the Chair having the casting vote, if necessary); the result should be respected by all Parent Partnership members.
Review	This policy will be reviewed every two years to ensure it remains up-to-date and relevant.
Declaration	<p>I confirm I have read and understood Parent Partnership's Code of Conduct and will act in accordance to it. I understand that if I act in a way considered to undermine the objectives of the Parent Partnership, my membership shall cease if the majority of parent members agree. This will be confirmed in writing by the Chair/other office bearer. I will have a right of appeal to the Chair/other office bearer whose decision will be final</p> <p>I am connected with this group in my capacity as a</p> <p>Member of the Parent Partnership <input type="checkbox"/></p> <p>Member of staff <input type="checkbox"/></p> <p>Signature:</p> <p>_____</p> <p>Print name:</p> <p>_____</p> <p>Date:</p> <p>_____</p>