



Code of Conduct

Eastfield Primary School

Parent Council

This code of conduct is to help office bearers and committee understand their role as a Parent Council member

Members should	<ul style="list-style-type: none"> • Support the ethos and values of the Parent Council and make it a welcoming place for all parents • 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 Council and what it is trying to achieve • Respect and adhere to the decisions of the Parent Council • Be involved and help out wherever possible • Work with the utmost integrity, specifically in dealing with financial matters • Declare any conflict of interest and avoid situations which could cause improper conduct • Comply with the demands of external regulatory bodies • Be aware only members of the Parent Council have a right to vote
Members should not	<ul style="list-style-type: none"> • Undermine the decision-making of the Parent Council 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 the school or its community • Discuss issues with the media without prior agreement

Parent Council meetings	<ul style="list-style-type: none"> • Time should be used effectively • 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 • Each contribution should be valued and respected • No member of Parent Forum/guests should leave feeling belittled or excluded Decisions will be made in the best interests of the whole school community • If a vote is needed everyone on the Parent Council 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 Council members
Review	<ul style="list-style-type: none"> • This policy will be reviewed yearly to ensure it remains up-to- date and relevant
Declaration	<p>I confirm I have read and understood this 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 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>I am connected with this organization in my capacity as:</p> <p style="padding-left: 40px;">Member of the committee</p> <p style="padding-left: 40px;">Member of staff</p> <p>Signature:</p> <p>Print name: Date:</p>