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CODE OF CONDUCT

FOR BARSAIL PARENT COUNCIL

**This Code of Conduct is to help the office bearers and committee understand their role as a Parent Council member**

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| **Members**  **Should** |  | support the ethos and values of the Parent Council 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 Council and what it is trying to achieve |
|  |  | respect and keep to the decisions made at Parent Council meetings |
|  |  | be involved and help wherever possible |
|  |  | work with the utmost integrity, especially when dealing with financial matters |
|  |  | understand that all PC members are responsible for Parent Council 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 Council have a right to vote. |
| **Members**  **should not** |    | undermine the decisions made at 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 anyone in the school and local community |
|  |  | speak with the media on behalf of the Parent Council without prior agreement. |
| **Parent Council meetings** |      | 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-one should leave a meeting feeling belittled or excluded |

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|  | * decisions will be made in the best interests of the whole school community * if a vote is required, 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** | This policy will be reviewed annually to ensure it remains up-to-date and relevant. |
| **Declaration** | I confirm I have read and understood Barsail 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.    I am connected with this group in my capacity as a    Member of the committee   Volunteer   Member of staff     Signature:    Print name:    Date: |

Contact us at info@connect.scot Website: [www.connect.scot](http://www.connect.scot/)  ConnectScot  @connect\_scot

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