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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.

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| **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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