

CODE OF CONDUCT FOR LOCHWINNOCH PRIMARY SCHOOL PARENT COUNCIL (blueprint courtesy of Connect)

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

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 out 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 outwith 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
 - 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 every year at the AGM to ensure it remains up-to-date and relevant. It has been instigated as the Parent Council moves to more online meetings.