



CODE OF CONDUCT

FOR WOODLANDS PARENT COUNCIL

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

Members Should	<ul style="list-style-type: none"> <input type="checkbox"/> support the ethos and values of the Parent Council and make it a welcoming group for all parents/carers, co-opted members, and guests <input type="checkbox"/> be aware of equality and fairness <input type="checkbox"/> feel like their work makes a difference to the school community <input type="checkbox"/> treat everyone as an equal and always be respectful towards each other <input type="checkbox"/> ensure guests leave meetings with a positive view of the Parent Council and what it is trying to achieve <input type="checkbox"/> respect and keep to the decisions made at Parent Council meetings <input type="checkbox"/> be involved and help wherever possible <input type="checkbox"/> work with the utmost integrity, especially when dealing with financial matters <input type="checkbox"/> understand that all PC members are responsible for Parent Council funds <input type="checkbox"/> declare any conflict of interest (for example, if someone is a teacher) and avoid situations which could cause improper conduct <input type="checkbox"/> comply with the demands of external regulatory bodies, for example OSCR for those groups that have charitable status <input type="checkbox"/> be aware only members of the Parent Council have a right to vote.
Members should not	<ul style="list-style-type: none"> <input type="checkbox"/> undermine the decisions made at the Parent Council by expressing opposing views out with meetings <input type="checkbox"/> discuss personal issues relating to children, parents, or school staff <input type="checkbox"/> post content on social media that is negative or abusive towards anyone in the school and local community <input type="checkbox"/> speak with the media on behalf of the Parent Council without prior agreement.
Parent Council meetings	<ul style="list-style-type: none"> <input type="checkbox"/> everyone should be given a chance to speak and to be heard, directed by the Chair <input type="checkbox"/> all speakers should address the Chair <input type="checkbox"/> members should contribute constructively at meetings <input type="checkbox"/> each contribution should be valued and respected <input type="checkbox"/> no-one should leave a meeting feeling belittled or excluded

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	<ul style="list-style-type: none"> • 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	<p>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.</p> <p>I am connected with this group in my capacity as a</p> <p>Member of the committee <input type="checkbox"/></p> <p>Volunteer <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>



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