

CODE OF CONDUCT

Stromness Primary School Parent Council

This Code of Conduct is to help Parent Council (PC) office bearers and committee members understand their roles.

Members should	<ul style="list-style-type: none">• 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 at PC meetings• be supportive of one another, understand that PC members are volunteers and may need an induction, introductory meeting or support to understand their role and the work of the parent group• Use PC group chats (e.g. Messenger) in accordance with the code of conduct• understand that the Parent Council's role in legislation is to try to represent the interests of all parents/carers to the school and the local authority, help the school community work together, and supporting learning and school improvement.
Members should not	<ul style="list-style-type: none">• 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 the school or anyone in the school and local community

	<ul style="list-style-type: none"> • speak with the media on behalf of the Parent Council without prior agreement.
Meetings	<ul style="list-style-type: none"> • 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, members of the Parent Council will get a vote and decisions will be made on a majority basis as stated in the constitution (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 2 years to ensure it remains up-to-date and relevant.
Declaration	<p>I confirm I have read and understood Stromness Primary School PC's 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. I will have a right of appeal to the Chair/other office bearer whose decision will be final</p> <p>I am connected with this group in my capacity as a Member of the PC:</p> <p>Signature: _____</p> <p>Print name: _____</p> <p>Date: _____</p>

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