



# CODE OF CONDUCT FOR TEMPLE LEARNING ACADEMY PARENT COUNCIL

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| 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"> <li>• <b>Parent Council members who have children within the school must use their experiences as parents to helpfully contribute to the school improvement journey.</b></li> <li>• support the ethos and values of the Parent Council and make it a welcoming group for all parents/carers, co-opted members and guests</li> <li>• be aware of equality and fairness</li> <li>• feel like their work makes a difference to the school community</li> <li>• treat everyone as an equal and always be respectful towards each other</li> <li>• ensure guests leave meetings with a positive view of the Parent Council and what it is trying to achieve</li> <li>• respect and keep to the decisions made at Parent Council meetings</li> <li>• be involved and help out wherever possible</li> <li>• work with the utmost integrity</li> <li>• declare any conflict of interest (for example, if someone is a teacher) and avoid situations which could cause improper conduct</li> <li>• <b>contact school to make an appointment to discuss issues around their own child outside of the Parent Council meeting. This can be via phone 011322645456 and asking to be passed to the relevant member of staff or email <a href="mailto:info@tla.rklt.co.uk">info@tla.rklt.co.uk</a></b></li> </ul> |
| Members should not  | <ul style="list-style-type: none"> <li>• <b>discuss personal issues relating to children, parents or school staff</b></li> <li>• undermine the decisions made at the Parent Council by expressing opposing views outside of meetings</li> <li>• post content on social media that is negative or abusive towards anyone in the school and local community</li> <li>• speak with the media on behalf of the Parent Council without prior agreement.</li> </ul>   |
| Parent Council meetings   | <ul style="list-style-type: none"> <li>• everyone should be given a chance to speak and to be heard, directed by the Chair</li> <li>• all speakers should address the Chair</li> <li>• members should contribute constructively at meetings</li> <li>• each contribution should be valued and respected</li> <li>• no-one should leave a meeting feeling belittled or excluded</li> <li>• decisions will be made in the best interests of the whole school community</li> </ul>   |
| Review  | This policy will be reviewed every year to ensure it remains up-to-date and relevant.   |

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| Declaration   | <p>I confirm I have read and understood (insert name of group)'s Code of Conduct and will act in accordance to it.</p> <p>I understand that if I act in a way considered to undermine the objectives of the Parent Council, my membership shall cease.</p> <p>This will be confirmed in writing by the Academy Principal.</p> <p>I am connected with this group in my capacity as a</p> <p> <input type="checkbox"/> Member of the committee<br/> <input type="checkbox"/> Volunteer<br/> <input type="checkbox"/> Member of staff         </p> <p>Signature:</p> <p>Print name:</p> <p>Date:</p> <p>Contact details:</p> <p>Email: _____</p> <p>Phone: _____</p> <p>Two copies, One copy retained by school</p> |
| <p>Resource from Connect Scotland <a href="http://www.conect.scot">www.conect.scot</a><br/>         October 2020 Connect, Mansfield Traquair Centre, 15 Mansfield Place, Edinburgh, EH3 6BB</p> |  |