

## APPLICATION FOR P&C MEMBERSHIP – YEAR

**Please complete and return to the P&C Secretary**

Dear Sir/Madam,

I hereby make an application for membership of the Milton State School's Parents and Citizens Association.

**I am:**

- a parent of a student attending the school
- a staff member of the school
- an adult interested in the school's welfare, and my date of birth is: \_\_\_\_\_.

**I am:**

- applying for new membership
- renewing my membership

**I undertake to:**

- (a) promote the interests of and facilitate the development and further improvement of the School and the good order and management of the School; and
- (b) comply with the constitution of the P&C Association, including the P&C Association Code of Conduct as specified in Schedule 2 of the constitution (and overleaf), and any valid resolutions passed by the Association.

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone (h): \_\_\_\_\_ Mobile: \_\_\_\_\_

Email: \_\_\_\_\_

Name of eldest child at school: \_\_\_\_\_ Year/Teacher: \_\_\_\_\_

Do you have any particular skills you may like to share with the P&C and/or school community?

\_\_\_\_\_

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

### P&C Secretary Use

Date received: \_\_\_\_\_

Date accepted: \_\_\_\_\_

Signed: \_\_\_\_\_

Entered in P&C Register:

Secretary P&C Association

*If a person has been convicted of an indictable offence, it is grounds for removal in accordance with the Education (General Provision) Act 2006.*

## CODE OF CONDUCT FOR P&C ASSOCIATION

This Code of Conduct clarifies the expected standards of all P&C Association members. It has been adopted to aid all members of our school community to work as a cohesive group in partnership with the school.

The Code is intended to promote and maintain the highest standard of ethical behaviour by P&C Association members. Members of a P&C Association should adhere to the Code of Conduct at all times. This Code applies to each member of a P&C Association.

P&C Association members are to:

- act in the best interest of the total school community at all times
- conduct and present themselves in a professional manner and act ethically and with integrity at all times
- act with courtesy and demonstrate respect for all persons, whether fellow P&C Association members, school staff, parents/carers, students, community members
- remain objective and avoid personal bias at all times
- represent all members of the school community
- engage the school and wider community in developing and effecting school priorities, policies and decisions in a manner that is consultative, respectful and fair
- declare any conflicts of interest and not misuse their office to advance individual views or for personal gain
- make fair, transparent and consistent decisions
- provide objective and independent advice
- listen and be tolerant of the views and opinions of others, even if those views and opinions differ from their own
- treat official information with care and use it only for the purpose for which it was collected or authorised
- respect confidentiality and information privacy (about the school, community members, staff or students) at all times and not disclose confidential information
- not use confidential or privileged information to further personal interests
- be responsive to the requirements of the school community
- seek to achieve excellence in educational outcomes for all students at the school
- listen and respond to issues and concerns regarding strategy and policy
- work within the boundaries of the *Education (General Provisions) Act 2006*, the *Education (General Provisions) Regulation 2017* and the Department of Education's policies and procedures relevant to P&C Association operations.