

# DUNNOTTAR PARENT VOICE CODE OF CONDUCT

## **Members should:**

- ✓ Support the ethos and values of the Parent Voice and make it a welcoming place for all parents
- ✓ 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 Voice and what it is trying to achieve
- ✓ Respect and adhere to the decisions of the Parent Voice
- ✓ Be involved and help out wherever possible
- ✓ Work with the utmost integrity, specifically in dealing with financial matters
- ✓ Declare any conflict of interest and avoid situations which could cause improper conduct
- ✓ Comply with the demands of external regulatory bodies
- ✓ Be aware only members of the Parent Voice have a right to vote

## **Members should not:**

- ❖ Undermine the decision-making of the Parent Voice 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 its community
- ❖ Discuss issues with the media without prior agreement

## **Parent Voice meetings:**

- ✓ Time should be used effectively
- ✓ 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 member of the Parent Community or guest should leave feeling belittled or excluded

- ✓ Decisions will be made in the best interests of the whole school community
- ✓ If a vote is needed, everyone on the Parent Voice will get a vote and decisions will be made on a majority basis (with the Chair having the casting vote if necessary); the results should be respected by all Parent Voice Members

**Review:**

This policy will be reviewed every 3 years to ensure it remains up-to-date and relevant

**Declaration:**

I confirm I have read and understood Dunnottar Parent Voice'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 Voice, my membership shall cease if the majority of parent members agree. This will be confirmed in writing by the Chair or other office bearer.

I am connected with this organisation in my capacity as a

- Member of the committee
- Volunteer
- Member of staff

Signature: \_\_\_\_\_

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

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