



PTA Code of Conduct

Introduction

This Code of Conduct binds both Committee and Non-Committee Members of a Parents Teacher Association. These guidelines describe the basic expectations for behaviour and the importance for all members to conduct themselves professionally and ethically.

In order for the PTA to function successfully it is essential that all members agree to follow these guidelines while in acting in association with the PTA.

Probus Community Primary School PTA Mission Statement

The PTA is a very active body that works hard to raise money for the school and provide opportunities for parents to get to know each other and share the challenges of being a parent. Money raised during the year has been used to help provide those 'luxuries' not easily provided through the school budget.

The PTA Code

- Any parent or guardian of a pupil attending the school can volunteer to become a member of the PTA with the vested interest in enhancing the school for all pupils
- All members work is voluntary and for no personal gain
- All members will act in the best interest of the school
- All members will be encouraged to make relevant and positive contributions to meetings they attend
- All members have the right to be heard and must respect other member's opinions
- All members have the right to communicate together responsibly. Consideration must be used when using social media or in a public place
- All members must ensure that any material or discussion of a confidential nature, especially matters concerning individual staff, pupils or parents/guardians, is confined to the meeting and not shared on any social networking site
- All members must respect staff and pupils privacy whilst carrying out PTA activities during school time

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- All members will respect the Committee's decisions, even those that they do not personally agree with
- The Committee should be made aware of any conflict of interest and the person involved should withdraw from any discussion pertaining to that subject
- All members must respect the school and personal property
- All members have a Duty of Care to keep themselves and any PTA function attendees safe. Any safety concerns must be raised immediately with the senior member of staff attending the PTA function
- Any members attending a PTA function with their children are expected to assume responsibility for their children's behaviour and safety
- All paperwork and assets relating to the PTA is the property of either the PTA or the school and not that of the individual. When leaving the PTA a Member should return any relevant paperwork or assets to the PTA Committee

Consequences

Should it be deemed by the Committee that any member has disregarded this code or their actions have brought the PTA or the school into disrepute, the Committee has the right to exclude that member from future involvement. The member will be notified in writing of any decision and notified of their right to respond within 14 days and the matter reconsidered in light of any response.