

### What will our Parent Council do?

#### **The Loose Parent Council will focus initially on three key roles:**

- Providing a route through which parents as a group advise the governing body and school leadership of their views and for the governing body and school leadership to consult and discuss issues with parents
- Reaching out to parents and bringing parents together
- Enabling parents to get involved in the life of the school, including supporting learning activities inside and outside of school hours

#### **Terms of Reference/Core Purpose the Parent Council will:**

- Give notice of meetings and an agenda to Parent Council members and the Headteacher at least 5 working days in advance of a meeting
- Minute all meetings and make them available to all parents/carers
- Be involved in identifying priorities for the school improvement plan
- Advise the school on parental views
- Be the forum through which the school consults parents
- Make recommendations (this may be in relation to developing policies, procedures, protocols etc) to the Governing Body and the Senior Leadership Team
- Complement the Governing Body and PTA (not a replacement for them)
- Not be the forum for complaints about individual teachers, pupils, parents or individual issues, (these should be raised with the class teacher and/or Headteacher)
- Be positive, constructive and solution focused
- Loose Primary School code of conduct and social networking policy must be followed by all members
- The Chair of Governors will have an open invitation to the meetings
- Other members of staff may be invited to the meetings either as an observer or to contribute something specifically requested
- Meet at least half termly
- Help to ensure communication between parents and the school is the best it can be
- Review the impact of its work annually
- Review terms of reference annually

#### **'Golden Rules' to observe during meetings:**

- Respect confidentiality and never name individual teachers, pupils, members of staff or other parents
- Support and be guided by the Chair of the meeting
- Keep to time and the agreed agenda
- Attempt to keep individual contributions brief
- Respect others opinions and ideas by letting them finish without interruption

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