

APPENDIX 5 - CODE OF CONDUCT FOR MEMBERS - EXEMPLAR

Introduction

This sample template code of conduct is to ensure that the Parent Council members understand their expectations, obligations and duties placed on their conduct. The code will ensure that members exercise their roles effectively and have the highest standards of integrity. The code of conduct is an assurance, for outside bodies, that members will be acting in an appropriate manner.

The key principles of the code will be the School Values: <<Values should be inserted here.>>
AND

INTEGRITY: We will listen to what parents say and genuinely consider the views expressed.

VISIBILITY: We will make sure all parents know about chances to give their views.

ACCESSIBILITY: We will design information, methods, and activities so they are attractive, and all parents can access them and join in.

TRANSPARENCY: We will explain to parents what the involvement processes are and how their responses will be used.

DISCLOSURE: We will be clear about what areas of the issue they can influence, how much influence they can have and what decisions have already been taken.

FAIR INTERPRETATION: We will collate and interpret responses to reflect the views parents have expressed where appropriate.

PUBLICATION: We will publish the results of consultations when parents have been involved.

<<School Name>>: Parent Council members' obligations:

1. Always act in a way which maintains and protects the ethos of <<School Name>>
2. Behave appropriately at school events towards other Parent Council members or members of the public.
3. Respect and adhere to the decisions taken by the parent council members' restrictions.
4. Not to abuse their position for personal advantage or gain.
5. Personal issues relating to members' children, at school, will not be discussed at meetings.
6. Confidential issues will not be discussed out with the Parent Council meetings.
7. Not to accept bribes for the influencing of any decisions.
8. Use of social media to post content that is negative, defamatory, or abusive towards the school and its members.
9. Not to discuss issues with the press without prior agreement.

Scheme for the Establishment of Parent Councils (2018 updated December 2022)
Directorate of Education and Learning - Curriculum and Quality Assurance Team

The Parent Council members will also share the principles and values with the wider Parent Forum to help build a school community where parents are confident in, and comfortable with, their relationship with the school by understanding how they can work together better by using these principles and values. This code will help the <<Name of School>> Parent Council fulfil the aims and objectives of the Scottish Schools (Parental Involvement) Act 2006.

The Parent Council will ensure that new members will receive a copy of the Code of Conduct and Constitution. New members will also be supported with any training and help needed to fulfil their roles. If a member of the Parent Council acts in a way that is considered to undermine the objectives of Parent Council and the School, their membership of Parent Council shall be terminated if the majority of parent members agree. Termination of membership would be confirmed in writing to the member by the Chair. (also see section 10.11 of DGC Scheme of Establishment for Parent Councils)

Signed..... Dated.....

The School Values should be inserted into the main body of this code of conduct. Each member of the Parent Council is required to sign this Code of Conduct on joining the Parent Council. In writing this Code of Conduct, reference was made to the Connect website and the Parental Involvement and Engagement Strategy Dumfries and Galloway Council.