



Application for P&C Membership for 2017 Woolloowin State School P&C Association

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| Name: |
| Address: |
| Mobile phone: |
| Email address: |

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 apply for membership in the Woolloowin State School Parents and Citizens' Association and I undertake to:

- a) promote of 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 any valid resolutions passed by the 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*

Signature:..... **Date:**.....

Please complete and return to the P&C Secretary:

- Submit at the School office
- Scan and email to: wsspandc.secretary@gmail.com

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| P&C Secretary Use |
| Date received:/...../2017 Meeting date:/...../2017 |
| Secretary's signature:Entered in P&C Register. <input type="checkbox"/> |

CODE OF CONDUCT

WOOLOOWIN STATE SCHOOL 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 2006* and the Department of Education and Training's policies and procedures relevant to P&C Association operations.

WSS SUBCOMMITTEE/PARENT WORKING GROUP EXPRESSIONS OF INTEREST

Please indicate below if you are interested in joining any of the following; Executive Committee, Sub Committees and Working Groups for 2017 – you can select more than one. Further information is available at wss.pandcsecretary@gmail.com

| | |
|----------------------|--|
| Name | |
| Email Address | |

EXECUTIVE COMMITTEE *Please indicate below if you will be nominating for any of the executive positions*

- President
 Vice President
 Treasurer
 Secretary

SUBCOMMITTEES: *To hold an officer position on any of the Sub committees you must be a member of the P&C*

- **Buildings and Grounds:** Development and implementation of the Master Plan
- **Fundraising:** Responsible for community and fundraising events throughout the year, including disco, fete, trivia night, Mothers/Father’s Day stalls, raffles etc, New ideas welcome
- **OSHC Management Committee:** The main responsibility of the subcommittee is ensuring that the service has a sustainable, well-thought-out strategic plan that will carry the business successfully into the future. All members must be members of the P&C.
- **Wobbegong Swim Club – (Effective term 4):** Management of the Swim Club. Swim Club runs in Term four and one. The club also participates in carnivals with other schools during the season.

| Sub Committee | Chair | Secretary | Treasurer | Member |
|----------------------------------|-------|-----------|------------|--------|
| Buildings and Grounds | | | N/A | |
| Fundraising | | | | |
| OSHC Management Committee | | | | |
| Wobbegong Swim Club | | | | |

WORKING GROUPS/OTHER ROLES

Please place a tick if you are interested in any of the below

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|--|---|
| | Parent Rep - Chaplaincy |
| | Parent Rep - Retail Operations (Tuckshop/Uniform) |
| | Grant Writer |
| | Parents supporting Sport* |
| | Parents supporting Music* |

**These groups will be new for 2017 and would be suited to parents that are interested in providing support in the following areas. Officer roles need to be P&C members, but the groups can attract support from within the broader school community.*

Sports – Support with Gala Days, Athletics, and District Carnivals, fundraising for sporting equipment

Music - Instrumental Music Program, Choir, Marching Band and Drum Majors, fundraising for new instruments

If you are unable to commit to a subcommittee or working group - Is there another way you can provide help?, do you have skills that may be useful? – Marketing, Finance, HR, Building/Engineering, General Trades etc, if so, please comment below:

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