

# Rushton Primary School Parent Community Association

## Code of Conduct

- Any parent, guardian or person associated with the community of Rushton Primary School, who has a vested interest in enhancing the school for all pupils, can volunteer to become a Member of the PCA.
- All Members work is voluntary and for no personal gain.
- All Members will act in the best interest of Rushton Primary 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 Members 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.
- All Members must respect staff and pupils privacy whilst carrying out PCA activities during school time.
- All Members will respect the Committees 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 PCA function attendees safe. Any safety concerns must be raised immediately with the senior member of staff attending the PCA function.
- All PCA events follow the School Safeguarding Policy. Where children attend a PCA event without a parent/guardian, there will be at least two DBS cleared adults available in each room where children are participating.
- All paperwork and assets relating to the PCA is the property of the PCA or the School and not that of the individual. When leaving the PCA a Member should return any relevant paperwork or assets to the PCA Committee.