

# Duddingston Primary Parent Council

## Code of Conduct

**This code of conduct outlines the behaviour expected of members of the parent council.**

### **Parent Council members agree to:**

- Be actively involved, contributing wherever possible.
- Actively engage in discussion, debate and voting in meetings; contributing in a considered and constructive way, listening carefully, being considerate of others, challenging sensitively and avoiding conflict.
- Support the ethos and values of the Parent Council and make it a welcoming place for all parents / carers, co-opted members and guests
- Be respectful towards each other, in both tone and action, recognising that all PC members are voluntarily giving their own time for the benefit of the school community.
- Proceed in good faith, and from the assumption that others are doing so too.
- Recognise the value of a diverse and inclusive community, and actively prioritise equality and fairness in all aspect of PC activities
- Attend all appropriate meetings or give apologies.
- Respond to emails in a timely fashion (i.e within a few days)
- When writing emails, make clear if responses are required and if activity is time-bound.
- Participate in collective decision making, accept a majority decision of the PC members.
- Respect and adhere to the decisions of the PC.
- Positively represent the PC and what it is trying to achieve
- Work with integrity, always acting for the benefit of the parent forum and children
- Declare any conflict of interest and avoid situations which could cause improper conduct
- Comply with the demands of external regulatory bodies and external stakeholders, eg. council, where required.

### **Parent Council members should not:**

- Discuss personal issues relating to children, parents or school staff
  - Undermine the work and decisions of the Parent Council outwith meetings
  - Post content on social media that is negative or abusive towards the school, the parent council, PC members or the wider school community
  - Discuss issues with the media without prior agreement
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