



**26.04.23.**

## **WHAT IS A PARENT COUNCIL?**

**Please come along to our next Parent Council meeting on Wednesday 3<sup>rd</sup> May 4.45-6.00pm in the Dining Hall- all welcome!**

**We hope to discuss how to set up a refreshed PC to help support the school.**

**We need to appoint a new Chairperson, Vice Chairperson, Treasurer and Secretary.**

**There is lots of useful information on the following sites>**

<https://connect.scot/top-nav/resources>

<https://www.youtube.com/@GlasgowCityParentsGroup/videos>

**The Parent Council** is the committee appointed by the Parent Forum (all parents in the school) to run matters on its behalf. A Parent Council is not run by the school or the local authority but **by the parents in the school.** The local authority should support a Parent Council both financially and with advice/support. There is an annual amount of money issued to the PC bank account - £400.

**The Parent Forum.** They are automatically members. The Parent Forum decides whether they want a Parent Council and how it is constituted and organised.

**The responsibilities** The Parent Forum (all parents/carers at the school) can expect the following from the Parent Council (PC):

- To get news and information about the Parent Council and its activities.
- To be invited to be involved in PC activities, such as volunteering/fundraising.
- To be asked for their opinion by the PC on issues about the school community.
- To be involved in how the PC is organised and how it operates, for example who does what.

### **What do Parent Councils do?**

The main aim of a Parent Council is to try to represent the interests of all parents/carers to the school and the local authority.

Help the school community work together supporting learning and school improvement.

It does have some rights (e.g. involvement in recruiting senior staff).

Discussing (and where needed acting on) issues of interest to parents, including school policies (e.g. behaviour, homework/home learning).

Making sure that parents get the information they need and the school gets feedback on parents' views

Improving links between all parents and the school/local authority.

Organising and running of after school clubs and activities.

Involved in the appointment of senior staff.

**Rules about who should be on the Parent Council**

Although there are no rules about the number of members on a Parent Council, there are certain things to be aware of:

- The majority of Parent Council members must be parents with children at the school .
- The definition of “parent” is very wide and includes everyone with a parenting role for a pupil.
- The Chairperson must be a parent with a child at the school.
- The Parent Council should promote equality and fairness in their activities.
- The Headteacher (or a representative) has a right and a duty to attend all Parent Council meetings as an advisor.
- In denominational schools, the local church/faith organisation can nominate a representative.

**Should a Parent Council have a constitution?** It is good practice to have a constitution as this gives a framework/sets the rules for the group’s work:

It should contain a description of the Parent Council and how it will carry out its aims and objectives, there are lots of examples to follow.

### **What is the role of the Headteacher on a Parent Council?**

The Headteacher has a right and a duty to attend meetings of the Parent Council or they can send a representative.

The Headteacher is an advisor to the Parent Council and does not have a vote.

The Parent Council may ask the Headteacher to report to their meetings but remember that parents decide the agenda and the HT’s report should not dominate proceedings.

### **Roles**

Parent Councils usually have:

Chairperson – leads/chairs the meetings, sets agendas/what is to be discussed at the meetings, issues information to Parent Forum, etc.

Vice Chairperson- supporting the role/deputising for the Chairperson, in his/her absence.

Treasurer- dealing with the money side of things, bank account, records of spending, receipt of money (e.g. £400 annually from the Council), providing a report on accounts, etc.

Secretary deals with the administration, e.g. takes a note (minutes) of what is discussed at the Parent Council meetings, sends out the minutes to those needing to see them, may deal with emails, etc.