



# St Heliers School

PARENT TEACHER ASSOCIATION

*St Heliers School PTA.....working for our children's futures*

## St Helier's PTA Code of Conduct

### Introduction

As stated in the PTA constitution, any parent, caregiver or teacher may become a member of this association. PTA meetings allow parents to support the school in a very positive and pro-active way. Meetings are not a forum for individuals to raise school management or operational concerns. These issues should be raised directly with the school.

While we want to encourage a friendly, relaxed and fun environment, it is important that we maintain a meeting standard which is open and accessible while maintaining order and representing the school values of honesty, responsibility, diligence, self-discipline, respect and care.

It is important that members are aware of how their behaviour or comments may be taken by others, both within and outside the PTA. Conduct which threatens personal health or the well-being of members is outside our accepted behaviours.

While this code describes the behaviour expected of us, it does not provide an exhaustive list of all the things we should not do.

The result of breaching this code may be that a member is asked to leave the meeting or membership may be terminated. All decisions regarding breaches to the Code of Conduct will be made by the three elected members of Chairperson, Secretary and Treasurer and either the Chairperson of the St Heliers School Boards Human Resources committee or the Chairman of the Board.

### Standard Meeting Rules

The standard meeting rules of The Local Government Official information and Meeting Act (1987) are the basis on which meetings are conducted.

All members' views are equally important. Members will respect others right to talk and not put down others opinions.

All members will remain calm and reasonable. Voices raised in anger, threats, or swearing are not acceptable and will not be tolerated.

Attending meetings under the influence of drugs or alcohol will not be tolerated.

### Media and Public Comment

Members cannot comment to media on behalf of the PTA. Any communication with Media regarding the PTA must be done through the Chairperson.

### PTA Funds

Misuse of PTA funds or breaches of Section 7 of the constitution will not be tolerated. Any breach of the financial guidelines would result in termination of PTA membership and the appropriate authorities informed.