



# P&C Membership Form

2024

## What is the Parents & Citizens (P&C) Association?

The Varsity College Parents and Citizens' Association is made up of a group of parents, caregivers, and school staff who meet regularly to discuss opportunities and action decisions in the interests of facilitating the development and ongoing improvement of Varsity College.

The P&C do this by promoting parent and caregiver participation and communication, and encourages collaboration between parents, students, school administration, and the wider community.

This fosters a commitment to achieving the best academic, sporting, cultural and community outcomes for the students at Varsity College.

The P&C allows parents and caregivers to engage and connect with Varsity College and become active in their child's educational journey. The P&C is a great vehicle to get involved, stay informed, and give back to the Varsity College community.

## What does the P&C Association do for the school?

- Supports and endorses School decisions, policies and procedures.
- Organises and facilitates school and community events.
- Contributes to infrastructure and facilities upgrades.
- Encourages parent participation and cooperation.
- Connects and builds our community.
- Provides opportunities and enhances the school experience for students.

## How do I get involved with the P&C Association?

As a member of the executive, member of the general committee, or volunteer, there are many ways to get involved.

- Like & follow the P&C Facebook
- Attend a P&C meeting – meetings are held monthly on Wednesday evenings and are advised on the P&C Facebook page. You do not need to attend every meeting just come along and listen.
- Become an Executive or Committee Member – President, Vice President, Treasurer and Secretary nominations are open every year. These positions are appointed at the Annual General Meeting usually held in March. **(Membership & Code of Conduct Forms attached)**
- Become part of our volunteer fundraising and events team – the P&C organise a vast array of school based and
- community events each year to raise much needed funds and build our school community. **(The P&C Membership Form provides an opportunity to join our volunteer register)**

## What are the key benefits of becoming a P&C Member?

- A closer connection with your child's education journey
- A great way to connect with the school community
- A clear understanding of school activities and future planning
- An opportunity to have your say on how fundraising money is spent

## Application for P&C Membership 2024

Please complete and return to the P&C Secretary via email or in person at a P&C Meeting.

Contact Name		Campus	
Address			
Mobile Number		Email	

### I am:

- ☐ A parent of a student attending Varsity College
- ☐ A staff member of the school
- ☐ An adult interesting in the College's welfare, and my date of birth is:

### I am interested in and/or available for the following:

- ☐ Volunteering at P&C activates during school hours
- ☐ Volunteering at P&C activities after work hours
- ☐ Attending monthly P&C General Meetings
- ☐ Interested in becoming a Parent Classroom Representative (CPR) **expression of interest only**

### I prefer receiving information about P&C activities via the following media:

- ☐ Emails
- ☐ P&C Facebook Page
- ☐ P&C Instagram
- ☐ Text Messages
- ☐ Varsity College App
- ☐ Varsity Life (Digital Newsletter Platform)

### I am:

- ☐ Applying for a new membership
- ☐ Renewing my membership

**I apply for membership of the Varsity College Parents and Citizens' Association and I undertake to:**

- a) promote the interests of and facilitate the development and further improvement of the School including 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

## P&C Code of Conduct

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, Training and Employment’s policies and procedures relevant to P&C Association operations.

Signature	Date

P&C Secretary Use Only	
Date Received:	Date Accepted:
Secretary Signature	Entered in P&C Register