



# Chinchilla State High School

*Learning together for a happy and productive future*

PARENTS & CITIZENS ASSOCIATION

7 Tara Rd, PO Box 195  
CHINCHILLA QLD 4413  
Phone 4672 9333 Fax 4672 9300  
Website [www.chinchilshs.eq.edu.au](http://www.chinchilshs.eq.edu.au)  
Email [admin@chinchilshs.eq.edu.au](mailto:admin@chinchilshs.eq.edu.au)

## Code of Conduct for P&C Association

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 and Training's policies and procedures relevant to P&C Association operations.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



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## PARENTS & CITIZENS ASSOCIATION

PO Box 149  
Chinchilla Qld 4413

### 2019 Application for Membership Chinchilla State High School P&C Association

The Department of Education, Training and the Arts, requires **ALL** parents and community members who are involved in P&C activities, to be registered as members of the P&C. Membership is essential to ensure you are covered by insurance whilst involved in P&C activities. Membership also entitles you to voting rights at P&C meetings.

**PLEASE COMPLETE THIS FORM AND RETURN TO THE SCHOOL OFFICE**

Name/s: .....

Address: .....

Phone: .....

Email: .....

Please tick one of the following boxes that applies to you

- I am a parent/caregiver of a student attending Chinchilla State High School
- I am a community member over the age of 18 years

A signature from each person who is applying is required:

Signature: ..... Date: .....

Signature: ..... Date: .....

### Volunteer Form

Please tick which boxes apply to you

- Yes, please include me on the P&C Association roster of workers who can be called upon for assistance at various functions.
- Yes, I would like to volunteer to help in the tuckshop.

My preferred day would be (please circle choices):

Monday                      Tuesday                      Wednesday                      Thursday                      Friday

#### P&C Secretary Use Only

Date Received:

Entered in P&C Register:

Date Membership Commenced:

Date Membership Ceased: