**SCHOOL**

**LOGO**

**[insert name of school] Parent Council**

**Terms of Reference**

**What is a parent council?**

A parent council is are a platform for parents / carers of children who attend the school to put forward their views and opinions to the school and governing body.

The parent council is a forum to enable parents / carers to be consulted, learn more about the school and how they can be involved. Being part of the parent council is less formal than being on the Governing Body, but enables parents / carers to make a real contribution to the school.

Working with parents / carers enables schools to understand what needs to happen to develop the school to meet the needs of the children and families.

**Aims of the parent council**

To support the vision of [insert school name] to provide a safe, stimulating and inclusive learning environment where every member of the community is valued and respected.

The parent council provides a platform for parents and carers to have a voice and influence within the school environment.

**Role of the parent council**

The role of the parent council is to work in partnership with school staff and the governing body to ensure the parents / carers views and opinions are fed into key decisions about the school.

The parent council are involved in the following tasks:

* Consulting with parents / carers on their views around key decisions
* Learning about what is being taught in school and how parents / carers can support their child’s learning (the parent council’s role is to disseminate this to parents)
* Feedback issues / concerns from parents / carers
* Produce an annual parents questionnaire and feedback responses to school & governing body
* Sit on interview panels for the school when recruitment is taking place

**Ground Rules**

* Challenge the statement and not the person
* Respect everyone
* Allow everyone to speak and have their voice heard
* Arrive on time
* Confidentiality

**Meetings**

Once a term (Autumn / Spring & Summer)

No longer than 1 hour

The parent council will steer the work of the group

**Membership**

Two parent/carers per year group / class

* Reception
* Year 1
* Year 2
* Year 3
* Year 4
* Year 5
* Year 6

Governor Representative