

ROLES RESPONSIBILITIES

PARENT MEMBER



WHO CAN BE A PARENT MEMBER?

Any parent of a student enrolled at the school.

A parent is the child's father, mother or any other person who has parental responsibility for the child but excludes a person standing in the place of a parent of a child on a temporary basis. A parent of an Aboriginal child includes a person who is regarded as a parent of the child under Aboriginal customary law or Aboriginal tradition, as defined in section six of the Act.

Parent Members are elected at the Annual General Meeting (AGM) by the parents of students enrolled at the school. Parent Members may also be elected during the year if a casual vacancy arises. Parent Members must make up 50 percent or more of the total membership.

PARENT MEMBERS MUST

- Represent the views and voices of all parents and the school community, not just a single group.
- Be honest, respectful, and make decisions for the right reasons.
- Put the best interests of the school first, not personal or individual interests.
- Keep sensitive or confidential matters private.
- Never use their role to benefit themselves or others unfairly.
- Declare if they have a financial interest in the matter being discussed.
- Remove themselves from discussions or decisions where they have a financial conflict of interest.
- Follow the rules in the Constitution, the Education Act 2015 (NT), and relevant NT Government policies and directions.
- Hold, or be eligible to obtain, a Working with Children Clearance (Ochre Card).

WHAT PARENT MEMBERS DO?

- Develop the school's broad strategic direction and vision through the school's strategic planning process.
- Contribute to policies and help lead community conversations about key education issues and priorities.
- Ensure the school reflects and responds to the needs, values, and priorities of the local community.
- Oversee the school's annual budget by approving how funds are allocated and monitoring how they are used.
- Identify and advise on the school's physical needs, including buildings, equipment, and facilities.
- Oversee the maintenance and use of school buildings and grounds, including approving work and improvements with Department support when required.
- Approve community use of school facilities outside of school hours.
- Identify fundraising priorities, approve activities, and decide how raised funds are used.
- Decide whether to charge fees for optional materials, programs, or services outside the standard curriculum.
- Determine whether to seek voluntary contributions from families, including the purpose and amount.
- Employ School Support Staff, such as admin or grounds staff, in line with Department approval and the Fair Work Act 2009 (Cth).