



ROLE OF A CLASS PARENT

Class Parent Overview

Class Parents play an important and rewarding role in the school. They help foster a sense of “school” community amongst the parents. Children in classes with a strong sense of community bond better and work more cohesively as a class. It is a great way to get to know other parents and your child’s teacher. Parents are asked to consider being a Class Parent for the year; two parents may like to share the role.

Role competencies

Willingness to:

- co-ordinate and organise class activities
- co-ordinate class helpers and liaise with P&C for school events, fundraising or initiatives
- have fun!

Role Description

The role of a Class Parent varies according to the individual needs of each class, however it usually includes:

- Maintaining and distributing a voluntary class contact list for those in your child’s class including names of children, parents, phone numbers and email addresses. Please ensure the class contact list is **only used for school purposes**. This list is to be used for communicating with parents should the class teacher require (eg. for organising class social events etc).

Please note, when emailing for class distribution, **blind copy or BCC should be used in all emails** to respect everyone’s privacy. This ensures the DoE Privacy Requirements are met.

- Working with the teacher to co-ordinate parent support (eg. recruiting class helpers for Literacy Groups, assistance co-ordinating whole school events etc)
- Coordinating social activities for the class if desired (eg. picnics, end-of-year functions)
- Welcoming new families to the class throughout the year.

At the Meet the Teacher afternoons, teachers will collect names of those interested in becoming a Class Parent. There may be a need for some classes to have a ballot to fill this role equitably.

Thank you for considering this valuable position within our school community.

Andy Rankin
Principal