



Our Lady of the Rosary Catholic Primary School Role of the Class Parent

A major feature of OLR School is the *Pastoral Care* of the school community – building community; celebrating the good times and providing practical support in the more challenging times. Class parents are integral in coordinating this.

The Role of the Class Parent is:

- To liaise with teachers and parents to provide a welcoming environment for parents in the school community
- To provide a helping hand for various school activities
- To be contact persons for new families within the school

Responsibilities of Class Parents

Responsibilities of the Class Parents **may** include:

- Planning social gatherings and a variety of simple, cheap and casual activities to build a strong relationship between parents at a grade level.
- Supporting the classroom teacher where needed - including the grade liturgies/mass, literacy groups, school concert etc.
- Encouraging parent involvement in Parent Council events/meetings.
- Supporting new families to the school and assist them with information required.
- Let the Principal and/or FLO know if there are families in need.
- Making an effort to attend the Parent Council meetings during the school year.

Communication

All correspondence to the class and/or grade must be approved by the Principal/Assistant Principal before being sent out and is to be sent via the school office.

All class parents will be supported by the Parent Council and leadership staff.

Confidentiality

- Confidentiality of all members of the school community **MUST** be respected.
- The parent teams operate on the premise of genuine respect and trust for each child and adult, and their personal situations.
- If there are concerns regarding teachers, the curriculum or resources in classrooms, it is the role of the Class Parent to recommend that the parent concerned contact the class teacher, Principal or Assistant Principal.
- It is not the role of the class parent to solve or be spokesperson for any teacher, child, curriculum or resource issue.
- Criticism of any child or teacher is not respecting confidentiality or the respectful ethos of the school community.



As a Class Parent you will probably be an “ear” to some issues – but you **are not** an advocate for parents’ concerns about the class teachers, principal, administration of the school staff or individual children, nor to matters pertaining to the teacher’s classroom management.

OLR Class Parents Guidelines

Class Parents are a team of parents, grandparents and carers who support the relationship and communication between our school and our homes, at the grade/class level.

Class parents can be '**contact points**' for your grade / class.

CPs work as part of a team, **building community**.

You can share tasks as a grade team, or with other parents from your classes; encouraging others to become involved.

Communication to your grade groups will go out to families via the office, after approval by the Principal.

Your teacher may **invite** CPs & other families to help at concerts and other events.

The Class Parent Team is supported by your Parent Council.

Social

Involved

Respectful

Helpful

Attend OLR events and be a '**face**' for your grade community.

Build friendships between grade community via **casual get togethers** during the year. (See below).

Welcome new families, together with the Parent Council/FLO.

Assist teacher-organised student farewells.

Attend OLR **Parent Council meeting** where possible to keep up to date with school information.

We demonstrate the values of **trust and respect** towards all our OLR community.

This includes all students, families, teachers and staff.

Keeping in mind **privacy, kindness and positivity** will ensure that all CPs focus on supporting the relationships and communication between school and homes.

CPs do not solve individual issues experienced by our community, instead someone with an issue will be **referred to** their class teacher, FLO or Principal, as required.

Tell Principal / FLO when a family require support or are experiencing challenges.

Let families know about **resources / info**, such as second hand uniform, FLO, etc.

Helping teacher as required, either yourself or through **encouraging others**.

At OLR events CPs can personally volunteer to help, but are not expected to do so, as CPs may be working parents. You can encourage your grade community to help at events, and at times events will be specific to grades to **assist families getting to know each other**.

The Class Parent Team will receive information and guidance throughout the year from the Parent Council.

This will include grade events, whole school activities and suggestions for casual get togethers.

Get togethers should be inexpensive, inclusive and simple. You may take turns across your grade to invite families for Mum / Dad nights, whole family play dates or other ideas. Get togethers may be once per term, or as it suits your grade group. You can ask for information and assistance at any time via the Parent Council, FLO or Principal.