



# P&C Association Cranbrook State Primary School

20 - 38 Alice Street Cranbrook TOWNSVILLE QLD 4814

Telephone: (07) 4726 1222

E-Mail: [pandc@cranbrookss.eq.edu.au](mailto:pandc@cranbrookss.eq.edu.au)

## Application for P&C Membership

Please complete and return to the P&C Secretary

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

Address: \_\_\_\_\_

Home Phone: \_\_\_\_\_

Mobile phone: \_\_\_\_\_

Email Address: \_\_\_\_\_

I am:

- a parent of a student attending the school
- a staff member of the school
- an adult interested in the school's welfare, and my date of birth is .....

*P&C Members who are not the parent of a student currently enrolled at the school must hold a valid volunteer blue card (not a pending application). Current BlueCard Number:..... Expiry Date:.....*

I am:

- applying for new membership
- renewing my membership.

**I would like to nominate for the following Executive Position:**

*(All Executives Must Hold a Current Working with Children BlueCard NOT Pending)*

Current BlueCard Number:..... Expiry Date:.....

**President                      Vice-President                      Secretary                      Treasurer**

**Reason for Nomination (Optional) (i.e. relevant experience/Qualifications)**

.....  
.....

**I apply for membership in the Cranbrook State School Parents and Citizens Association and I undertake to:**

- a) promote the interests of and facilitate the development and further improvement of the School and the good order and management of the School; and
- b) comply with the Constitution of the P&C Association, including the P&C Association Code of Conduct as specified in Schedule 2 of the Constitution, and any valid resolutions passed by the Association.

If a person has been convicted of an indictable offence, it is grounds for removal in accordance with the *Education (General Provision) Act 2006*.

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

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

**P&C Secretary Use Only**    Date Received: .....    BlueCard Check: Valid: Y / N    Exp Date: .....

Copy of BlueCard Attached: Y / N    BlueCard Linked: Y / N    Membership: **APPROVED / DECLINED**

REASON FOR DECLINE: .....

Secretary's signature: .....    Date: .....    P&C Register

P&C members (including executive officers, committee members, volunteers and parent representatives) are required to comply with the Department of Education and Training Code of Conduct and the *Education (General Provisions) Act 2006*. The following Code of Conduct is an extract from the P&C Model Constitution.

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## CODE OF CONDUCT FOR P&C ASSOCIATIONS

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 always adhere to the Code of Conduct. 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 always
- always conduct and present themselves in a professional manner and act ethically and with integrity
- act with courtesy and demonstrate respect for all persons, whether fellow P&C Association members, school staff, parents/carers, students, community members
- always remain objective and avoid personal bias
- 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) always 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, Training and Employment's policies and procedures relevant to P&C Association operations.

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

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

