

# moonee ponds west primary

ABN 45 650 832 392

WE THINK, CREATE AND LEARN TOGETHER

150 Athol Street, Moonee Ponds, Vic. 3039  
9370 6875 | moonee.ponds.west.ps@education.vic.gov.au  
www.mooneewestps.vic.edu.au



## MOONEE PONDS WEST PRIMARY SCHOOL

### Parent Representative 2022

#### HOW DOES THIS WORK?

*The role provides a link between the class teacher and parents of that class with a focus on the organisation and co-ordination of educational and social activities, and classroom assistance. The role also establishes a line of communication between the parents and the school administration. Each class would have a nominated parent/parents who act as a Parent Representative. There will be a team established at each year level.*

#### WHAT WOULD I HAVE TO DO?

*Parent Representatives responsibilities may include:*

- Provide assistance to class teachers in organising classroom activities. Sharing information about educational happenings in the class program.
- Circulating information and assisting in fundraising projects/special activity days.
- Encouraging parents to participate in classroom support so responsibilities are shared.
- Direct parent queries to the appropriate personnel.
- Promoting and organising opportunities for parents to socialise.
- Attending a monthly meeting.

**Please refer to the Parent Representative Handbook for further information.**

In order to assist parents in fulfilling this role, the school will provide opportunities for all the Parent Representatives across the junior school to come together and learn and share new skills. Training and ongoing support will be provided to all Parent Representatives.

Becoming a Parent Representative is a great opportunity for you to work in partnership with the school. Please give this role some serious thought. We would welcome the chance to work with you.

Kind regards,

Kerri Simpson  
Principal

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## MOONEE PONDS WEST PRIMARY SCHOOL Expression of Interest PARENT REPRESENTATIVE FOR 2022

I \_\_\_\_\_

Would like the opportunity to become a **PARENT REPRESENTATIVE** for the following class

\_\_\_\_\_

Is this to be a shared role? YES/NO (please circle)

CHILD'S NAME: \_\_\_\_\_

Room Number in 2022 \_\_\_\_\_

- I am able to attend a monthly Parent Representative meeting and I am willing to learn new skills as part of the program.
- All Parent Representatives must have a Volunteer Working with Children Check, there is no cost for this.

*I HAVE A CURRENT WORKING WITH CHILDREN CHECK*  
(Copy required at Office)

Yes/No

*I AM WILLING TO HAVE A WORKING WITH CHILDREN CHECK*  
(This can be done online @<https://www.workingwithchildren.vic.gov.au/individuals/applicants/how-to-apply>)

Yes/No

PARENT SIGNATURE: \_\_\_\_\_

Date: \_\_\_\_\_ Contact Number: \_\_\_\_\_

Please return to the General Office by **THURSDAY DECEMBER 9th 2021**

Or email to: [sandra.monaghan@education.vic.gov.au](mailto:sandra.monaghan@education.vic.gov.au)

Thank-you for your ongoing support for the school and the students.