



## St Fidelis Parent Representative Role Description

The Parent Representative Role is a wonderful opportunity to be a part of your child's education and the St Fidelis School community. As a Parent Representative, you are a valued member of our school community and your time and commitment are very much appreciated.

The purpose of the Parent Representative is to help foster good communication in the school and to assist in the development of school community. It provides another means of uniting the school community and enhances the quality of relationships within the school between teachers, parents and the children.

### Confidentiality

The Parent Representative should at all times be respectful of the privacy of others. St Fidelis Primary School recognises and respects your privacy and is committed to protecting the privacy of all families.

### Role of the Parent Representative

The role of the Parent Representative can include, but is not limited to the following:

- Welcome families and assist them in getting to know other families and to feel part of the school community
- Liaise with Parents & Friends Committee when required
- Organise family activities in/out of school hours. This provides an opportunity for families to meet each other etc. This can be done once each term and can include; Mum's Dinner/Drinks, Dad's Dinner/Drinks, morning teas
- The teacher and principal are to be kept in the communication loop by being copied into all email or written contact. The Principal will only reply if any clarification is required.

**If you think you may be interested in being the Parent Representative for your child's class, please notify Leanne Wenckowski via email [lwenckowski@sfmoreland.catholic.edu.au](mailto:lwenckowski@sfmoreland.catholic.edu.au) by Friday 24<sup>th</sup> June.**

I would like to get the Parent Representative Role up and going during the first couple of weeks into Term 3.

There will be an information meeting about the role early in Term 3, once I have a representative from each class.

Kind regards,

Leanne Wenckowski  
Family Engagement Leader