



What is a Manly West Class Parent?

At Manly West, Class Parents act as the vital liaison between the classroom teacher and the parents and carers of students.

Class parents also pass on important information to the class from the School P&C (Parents and Citizens Association) who co-ordinate fundraising and other activities and manage key areas in the school such as the Canteen and Uniform Shop, Before and After School Care (BASC) and Band.

Being a class parent is a brilliant way to get to know people, including your child's class teacher, and to know what's going on at the school.

THE ROLE

There are generally **two class parents per class**. This allows the responsibilities to be shared and ensures that if someone is away or is perhaps frantic at work, the information is still passed on to the class.

Class parents sometimes divide the responsibilities into **PRACTICAL** (contact list, passing on reminders) and **SOCIAL** (organising parent nights out and play dates). It is up to them.

Class parents always have the support of the class teacher and the P&C.

DUTIES

Class parents:

- Distribute the class contact list and keep it updated
- Meet with the class teacher to see if any specific help is needed by the teacher and organize any volunteers required
- Assist the school and the P&C source volunteers to assist with fundraising activities where necessary
- Send out specific reminders as and when required e.g. what's needed for an excursion or if there is a P&C event. Please make sure these are sent out as soon as you receive them

In addition, class parents can:

- Organise parents' and carers' nights out and student play dates/social activities so the class can get to know each other better – particularly in Years K-2
- Send out regular communication covering happenings to the class
- Represent the class at the termly P&C meetings.

Should there be any issues within your class, it is not up to the class parent to solve these matters. These should be referred directly to the class teacher or school executive.

**Class Parents add so much value to classroom activities.
The teachers, other parents and carers and
our students all say thank you!**



**MANLY
WEST
P+C**