

Class Parent Volunteer

At Oakhill Drive Public School we have a whole-school approach to Positive Education and believe that wellbeing and relationships are at the heart of education. A key role in including our families in this approach is the role of Class Parent Volunteer- to help foster community spirit and connections within the school community, and cooperation with the ODPS P&C Association.

What the role of the Class Parent Volunteer is.

To facilitate communication, social connection and a welcoming environment in your class community

- Compile a class parent contact list, ensuring all consents and permissions are in place, to circulate among the class community
- Plan social gatherings (simple cheap casual activities, such as coffee mornings, Mum's dinners, Dad's BBQ, Erlestoke Park playday) to grow relationships between parents at a class level.
- May create a class WhatsApp group to provide a forum for networking, questions, cooperation, and support. The Class Parent Volunteer should ensure that any social forum is an environment for optimism and support and that any no inappropriate issues or confidential matters raised.
- Coordinate and ensure any teacher's gifts collections are conducted with school and Department of Education policy in mind.
- Support parents, especially new families, to connect with Sentral and Seesaw for school communications

To facilitate communication between the P&C and the parent body:

In addition to organising community events and fundraising initiatives, the ODPS P&C Association runs the school canteen, uniform shop and band program. The Class Parent Volunteer may be asked to:

- Share any important P&C news, surveys or updates with the parent body
- Share communications with parents and help organise volunteers to support the P&C arranged community events and initiatives during the year.

What the role of Class Parent Volunteer is NOT:

- To remind parents of everything – school information will be provided via Sentral, and teachers will communicate with parents with the Seesaw app.
- Complaints management- The Class Parent Volunteer may become aware of some issues related to school, teachers, playground conflict etc. but **is not** to address or advocate for parent's concerns. Parents are to be referred to class teacher or Assistant Principal as per school procedures.
 - Approaching Your School doc
 - Please also see the NSW Dept of Education [Community Charter](#)

If you are interested in contributing to the success of our school network by volunteering for this role, please contact your child's class teacher.