

## **What is a class parent co-ordinator?**

Simply put, the class parent co-ordinator serves a primary role in maintaining good communication between Friends and parents, while also being a valuable resource to the teacher.

- The parent co-ordinator is a “goodwill ambassador” for the Friends organisation and liaises with the parents in the class by keeping them informed of the Friends’ activities and events.
- The parent co-ordinator is a “support resource” for the class teacher, galvanising resources from the parents when called upon by the teacher.

## **What specifically does a class parent co-ordinator do for Friends?**

- The parent co-ordinator helps in the organisation of Friends’ activities and events and actively engages their class parents in volunteering with these activities and events.
- The parent co-ordinator keeps their class parents informed about what the Friends are doing and answers questions parents may have about Friends.

## **What specifically does a class rep do for their parents?**

- The parent co-ordinator encourages the parents to volunteer, when needed in either Friends activities and events or by the class teacher.
- The parent co-ordinator is a channel to the Friends, passing on ideas/requests from the parents.

## **What specifically does a class parent co-ordinator do for their teachers?**

- The parent co-ordinator, at the request of the teacher only, arranges assistance via the parent class body in a manner needed by the teacher.

## **What specifically does a class parent co-ordinator not do?**

- A parent co-ordinator does not act independently from Friends or the parent co-ordinator organisation to engage in any fundraising activities on behalf of the school. All ideas must be channelled through the Friends who will discuss the idea with the Head of the School.
- A parent co-ordinator does not circumvent the parent/teacher relationship. If any parent is concerned about their child’s education, the parent must contact the teacher directly, outside of the parent co-ordinator organisation.