



## FGSHS PARENTS & CITIZENS' POLICIES AND PROCEDURES

**Use of Parents & Citizens' Funds:** The guiding principle is a reflection of the purposes of the Parents & Citizens Association (P&C) being focused on the school, specifically "*to promote the interests, and facilitate the development and further improvement of the Ferry Grove State High School*". It is seen as appropriate to provide resources that support the entire community rather than any particular individual. Equity is another guiding principle.

### **Requests to Fund students to attend non-school sporting and other events.**

The P&C receives requests, from time to time, to subsidise the attendance of a student to non-school sporting or other types of events. The P&C has considered these on numerous occasions and the current policy is to not fund these requests – consistent with above principles.

In the event that the P & C are approached regarding a school endorsed opportunity aligned to curriculum, and the approach comes via the school and not an individual, consideration can be given on a case by case basis, via the relevant subcommittee or the main P & C to support the funding of such an opportunity. While our preference is to support or fund resources or opportunities that have broad impact, it makes sense that in curriculum areas supported by subcommittees, that funding of scholarship-like opportunities, affords the subcommittee the chance to have targeted impact relative to its goals. For curriculum areas that do not have a supporting P & C subcommittee, the main P & C would consider such support, again on a case by case basis, but in context regarding support to the broader school.

### **Requests to Purchase Gifts for (parting) school staff.**

Requests that the P&C purchase a gift of appreciation for a specific school staff member, particularly when they are leaving the school, have been suggested. The P&C has considered these on numerous occasions and the current policy is to not fund these requests – consistent with above principles.

### **P&C social media**

Social media, including sites such as Facebook and Twitter, can be an effective communication tool to promote the good work that P&Cs do. The Department of Education and Training Social Media Policy recommends that P&Cs work with the school to utilise already established social media sites or website. P&Cs are bound by section 426 of the Education (General Provisions) Act 2006. This provision deals with confidentiality of student information. It is an offence for members of P&Cs to make a record of, use or disclose personal information about a student of a state school (current, prospective or former) except in the certain circumstances provided for in section 426. P&Cs may need to seek their own legal advice in relation to this. P&Cs cannot upload photos of school staff or students to any social networking site. P&Cs should work with the school to have photos placed on the school website ensuring all the relevant permissions are in place and the students' full names are not published in accordance with the department's policy. P&Cs should not promote businesses or business initiatives on the P&C social media site as it may infer endorsement. P&Cs should take care not to upload material that infringes existing copyright or other intellectual property rights.

## **Fund Raising and Sponsorship Endorsements.**

P&C Associations may seek support from local business by way of donations and sponsorship. By engaging with local businesses and community organisations there are opportunities to create innovative programs that are tailored to local needs and provide enhanced student or community benefits. A sponsorship and fundraising framework is provided through Queensland Government, Department of Education and Training (DET), for Schools and Parents & Citizens' Associations. Any goods or sponsorship should be considered on its merit by the P&C when undertaking any form of fundraising. DET's advertising and sponsorship policy should be a source of reference before entering into sponsorship and advertising transactions. Parents & Citizen Associations should also discuss any such proposals with the Principal and seek authority before signing any agreements.

(<http://ppr.det.qld.gov.au/corp/commmark/Procedure%20Attachments/Sponsorship/checklist.PDF>)

## **Donations to Parents & Citizens' Association.**

Donations to the Parents & Citizens' Association School Building fund are tax deductible. Where the Parents & Citizens' Association have a School Building Fund DGR, the P&C must register the fund with the ATO and adopt the DGR Clause 6 of the Parents & Citizens' model constitution. Donations to the Parents & Citizens' Association are not tax deductible.