

Who are we?

The <your school> Parents and Citizens (P&C) Association is the focal point for parent involvement at the school and provides a place for parents to discuss and debate matters of interest relating to the school and community.

All parents or guardians of children at <your school> are automatically members of the P&C.

**The P&C holds regular meetings throughout the school year. All parents and carers are welcome to attend, hear about what is happening around the school, propose ideas and participate.**

Each <insert month>, an Annual General Meeting is held and an executive committee is appointed. Nominations and votes come from members who attend that meeting.

The executive committee oversees the Association’s operation while co-ordinators or sub-committees look after each of the services which the P&C provides.

What do we do?

The P&C provides strong community support for the school by encouraging parents to be involved in the workings of the school.

We run many events and provide a number of services for students and families. These include:

* **School Canteen** with a focus on healthy food choices (open Wednesday-Friday)
* A **uniform** **shop** at the school (<add opening hours if you want>)
* A **second-hand uniform pool**
* **Breakfast** **Club**, providing a free, nutritious breakfast to students
* A **Walking School Bus** providing a social and supervised walk to school
* Events such as **discos**, **movie nights** and **trivia** **nights**
* The annual school **Fair**
* **Mother’s Day** and **Father’s Day** stalls
* **Scholastic Book Club**
* **School** **Banking**
* **Fundraising** to provide improvements to the school and new resources for students
* **Input into ACT school policies** via the ACT Council of P&C Associations

<Choose/add items to reflect what your P&C does>

Helping out

The P&C values the rich diversity of skills and experiences that each family brings to the school. We appreciate any help that families are able to offer.

Ways you can help include:

* Help for a few hours in the canteen
* Assist at school sporting events
* Sort lost property or the second-hand clothing pool
* Attend P&C meetings or participate on P&C sub-committees
* Bake for fundraising events
* Be a Walking School Bus ‘driver’
* Run a stall at the Fair
* Cook at community BBQs
* Respond to specific requests for help from your child’s teacher.
* Become a Council delegate

<amend list to reflect your school needs/opportunities>

To find a job that suits, you might like to come along to a P&C meeting or join our email distribution list.

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Contacts

To find out more about your P&C,

visit the P&C section of the School’s web site:

[<web](http://www.giralangps.act.edu.au/p_and_c_services) address>

Or, email  [<address>](mailto:gpspc@homemail.com.au)

Or, contact a school P&C representative:

<name> (<position>): <phone or email>

The P&C also has an email distribution list which we use to send information and occasional calls for help. To join the list, send a request to the P&C email <address>.

<delete sections above, depending on your operations and preference.>

More information about what P&Cs do can also be found from the ACT Council of P&C Associations (the peak body of P&Cs in the ACT). Call 6241 5759 or see [www.actparents.org.au](http://www.actparents.org.au).

<your school address>

Phone: <insert>

Fax: <insert>

Email: <insert>

<insert school or P&C logo>

**Our P&C Association**

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<Insert a picture of parents helping or one of your services here.>



Benefits of participating

P&C activities create opportunities for parents and carers, students and staff to interact, building a feeling of respect and a stronger, safer, school community.

When you participate, you benefit by:

* meeting other parents in the community
* understanding more about what happens at school
* getting to know the teachers better
* sharing your skills with other parents/teachers and learning new ones
* helping out sets a good example for your children

**Your children will benefit too. Research shows that when parents are involved, students get better grades, have a better attitude to school and improved behaviour**!