

A Short Guide to Balmain Public School Parents + Citizens Association (BPS P+C) 2018

Constitution

The BPS P+C Association is an “incorporated” P+C and operates under a prescribed constitution. A copy of the BPS P+C Constitution can be found on the P+C webpage of the BPS website.

The objectives of the BPS P+C are:

- To promote the interests of the school by bringing parents, citizens, students and teaching staff into close co-operation; and
- To assist in providing facilities and equipment for the school and in promoting the recreation and welfare of the students at the school.

Office Bearers

The BPS P+C comprises four main Officers of the Association (“Office Bearers”), namely:

- The President
- The Vice President
- The Treasurer
- Secretary

The BPS P+C currently has two Vice Presidents.

The P+C [executive] Committee, comprising the above P+C Officer Bearers and up to six other Members of the P+C, shall carry out the decisions of the Association.

Subcommittees

In addition to the above, the P+C can establish one or more Subcommittees to carry out specific functions (e.g. Canteen Co-ordination, Events Co-ordination, Band / Choir Liaison, Playground Upgrade Committee, Balmain Fun Run Committee).

Contact details

The names and email addresses of all BPS P+C Association Office Bearers and Subcommittee Co-ordinators can be found on the P+C webpage of the BPS website.

Revenue and Expenditure

The P+C and the Subcommittees raise money to provide facilities and equipment for the school that assist in the education, recreation and welfare of children at BPS.

All monies raised by the P+C and the P+C Subcommittees are considered P+C funds.

The P+C identifies a set of annual “Goals” to help determine revenue and expenditure expectations during the year.

The Goals are greatly informed by an annual “Wish List” prepared by the School Principal (in consultation with the teaching staff) together with expenditure from previous years.

Notwithstanding, all individual expenditure items require formal approval at P+C Meetings.

Meetings

The P+C Meetings are held at 7pm every first Wednesday of the month during Term time. The meetings usually last until c9pm. P+C Meetings are generally held in the school staffroom, unless otherwise stated.

All parents and community members are welcome to P+C meetings.

Annual General Meeting

An AGM is held at least once each calendar year (generally in March). A separate note on the purpose and content of the AGM can be found on the P+C webpage.

Membership

Parents and guardians of pupils attending BPS and any local citizen can become a P+C Member by paying an annual Membership Fee. The current annual membership is 50 cents.

Code of Conduct

A BPS P+C Code of Conduct applies to all P&C Members, volunteers and employees of the Association. The code also applies to all P+C meetings, including the AGM.

The code sets out the principles and P+C requirements of respect, integrity, diligence, conflicts of interest, confidentiality and child safety.

A copy of the Code can be found on the P+C webpage of the BPS website.