

Application for P&C Membership for 2026

Western Cape College, Weipa Campus P&C Association

Please complete and return to the P&C Secretary via email: pandc@westerncapecollge.eq.edu.au

Name:				
Address:				
Phone:		Mobile:		
Email:				
Membership:	<input type="checkbox"/> New		<input type="checkbox"/> Renewal	
I am a:	<input type="checkbox"/> Parent	<input type="checkbox"/> Caregiver	<input type="checkbox"/> Staff Member	<input type="checkbox"/> Community Member
	DOB:			

Blue Card Details:

If you are an adult interested in the school's welfare, please provide:

Name on card:			
Blue Card #:		Expiry:	*DOB:

If applicable, please provide details of your children who are students at Western Cape College:

Name: _____ Class/Year Level: _____

I apply for membership in the Western Cape College Weipa Campus Parents and Citizens' Association and I undertake to:

- Promote the interests of and facilitate the development and further improvement of the School and the good order and management of the School.
- Comply with the Constitution of the P&C Association, including the P&C Association Code of Conduct as specified in Schedule 2 of the Constitution, and any valid resolutions passed by the Association.
- Personal Privacy – information obtained as a P&C representative MUST be considered confidential and treated accordingly.
- Courtesy, respect, dignity and fairness will be observed at all times.
- Discrimination against any person will not be tolerated (refer *Anti-Discrimination Act 1991*).

If a person has been convicted of an indictable offence, it is grounds for removal in accordance with the *Education (General Provision) Act 2006*.

Signature: **Date:**/...../.....

Please note:

1. Membership is granted by attending a P&C General Meeting in person or by returning a membership form to P&C prior to the AGM in March each year.
2. All memberships lapse at the P&C AGM (March) and therefore need to be renewed annually.
3. Subcommittee office bearer positions (i.e. Chair, Treasurer and Secretary) require current P&C membership.

* Date of birth details are required to link with Blue Card portal

CODE OF CONDUCT FOR P&C ASSOCIATIONS

This Code of Conduct clarifies the expected standards of all P&C Association members. It has been adopted to aid all members of our school community to work as a cohesive group in partnership with the school.

The Code is intended to promote and maintain the highest standard of ethical behaviour by P&C Association members. Members of a P&C Association should adhere to the Code of Conduct at all times. This Code applies to each member of a P&C Association.

P&C Association members are to:

- act in the best interest of the whole school community at all times
- act in compliance with the Constitution
- act and work within the boundaries of the *Education (General Provisions) Act 2006*, the *Education (General Provisions) Regulation 2017* and the Department of Education's policies and procedures relevant to P&C Association operations
- conduct and present themselves in a professional manner and act ethically and with integrity at all times
- act with courtesy and demonstrate respect for all persons, whether fellow P&C Association members, school staff, parents/carers, students, community members
- remain objective and avoid personal bias at all times
- represent all members of the school community
- engage the school and wider community in developing and effecting school priorities, policies and decisions in a manner that is consultative, respectful and fair
- declare any conflicts of interest and not misuse their office to advance individual views or for personal gain
- make fair, transparent and consistent decisions
- provide objective and independent advice
- listen and be tolerant of the views and opinions of others, even if those views and opinions differ from their own
- treat official information with care and use it only for the purpose for which it was collected or authorised
- respect confidentiality and information privacy (about the school, community members, staff or students) at all times and not disclose confidential information
- not use confidential or privileged information to further personal interests
- be responsive to the requirements of the school community
- seek to achieve excellence in educational outcomes for all students at the school
- listen and respond to issues and concerns regarding strategy and policy.

P&C members (including Executive Committee members) should also abide by all expectations outlined in the school's Parent and Community Code of Conduct if the school has one.

P&C Member Secretary Use: Date received:/...../..... Date accepted:/...../.....

Secretary's signature:

Entered in P&C Register: