Parents & Friends Association

The Parents & Friends Association forms an important part of the College community. Its mission is one of support for students, staff and parents of the College. The P&F complements the College’s Mission and Vision statement with an emphasis on family, school and community partnerships.

The role of each member of the Parents & Friends Association encapsulates fundraising, hospitality, social interaction, service and elements of College maintenance; all integral in the life of the College.

The Association is open to all parents/guardians of students and families are encouraged to participate. Specific roles are filled by Association members and held for a term of one year.

**Chairperson** – Responsible for chairing the meetings, setting and sending agendas, communicating with association members and staff.

**Secretary** – Responsible for taking minutes of the meetings and providing them to the Chairperson after each meeting.

**Treasurer** – responsible for the financial aspect of the Association. Keeping records of money in and expenditure for the year.

**College Representative** – Present at all meetings to provide support, information and assistance as required. Provides communication between the College and the P&F Association.
The responsibilities of this Parents & Friends Association include:

- Organise social event to welcome new families to the College community
- Host a lunch time BBQ for students once a term
- Implement fundraising events to facilitate projects around the College
- Attend College and/or Community events as a representative of the College
- Annual contribution to the improvement of the College environment

Meetings will be scheduled in the school calendar each month. A College representative will be present at each meeting to support the Association and provide communication and support.