



What is a Manly West Class Parent?

At Manly West, Class Parents act as a vital liaison between the classroom teacher and the parents and carers of students.

Class Parents also pass on important information to the class from the School P&C (Parents and Citizens Association), which co-ordinates fundraising and other activities and manages key areas of the school such as the Canteen, Uniform Shop, Before and After School Care (BASC) and Band.

Being a Class Parent is a great way to get to know people, including your child's class teacher, and to stay informed about what is happening at the school.

THE ROLE

There are generally **two Class Parents per class**. This allows responsibilities to be shared and ensures that if one person is away or busy at work, information is still passed on to the class.

Class Parents may choose to divide responsibilities into **PRACTICAL** (contact list, sending reminders) and **SOCIAL** (organising parent nights out and play dates). This is entirely up to them.

Class Parents are supported at all times by the class teacher and the P&C.

DUTIES

Class Parents:

- Distribute and maintain the class contact list
- Meet with the class teacher to identify any support needed and organize volunteers if required
- Assist the school and P&C in sourcing volunteers for fundraising activities where necessary
- Send timely reminders as needed, for example excursion requirements or P&C events
- Often help with the annual Dance Production preparation, such as sourcing costumes

In addition, Class Parents can:

- Organise parent and carer social events and student playdates, particularly in Years K-2
- Send regular updates on class activity
- Represent the class at termly P&C meetings.

Should there be any issues within your class, it is not up to the Class Parent to solve these matters. These should be referred directly to the class teacher or school executive.

**Class Parents add significant value to classroom activities.
Teachers, parents & carers, and our students
all say thank you!**



MANLY
WEST
P+C