

SPRINGFIELD CENTRAL SHS

P&C EXECUTIVE OFFICER

NOMINATION FORM | 2026



I wish to nominate _____ as a candidate for the position of:
Candidate's name

President

Treasurer

Secretary

Vice-President

Additional Officer/s as determined by the Association (additional Officers are not considered part of the P&C Executive Committee)

Candidate

I accept the nomination for the position of _____

Name: _____ Signature: _____

Moved by:

Name: _____ Signature: _____

Seconded by:

Name: _____ Signature: _____

Notes:

- *The candidate, nominator and seconder must be members of the Association.*
- *"Moved by" and "Seconded by" may be completed before, or at the meeting.*

P&C Secretary's use only

Successfully elected:

- Yes
- No
- Membership forms received



Code Of Conduct For P&C Association

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.