



Application for P&C Membership for 2026 Highland Reserve State School P&C Association

Please complete and return to School Office or email to pandc@highlandreservess.eq.edu.au

Name:

Address:

Phone: Email:

I am:

- a parent or legal guardian of a student attending the school (Blue Card not required)
- a staff member of the school
- an adult interested in the school's welfare (Blue Card Required)

If you have a current Blue Card or are an adult interested in the school's welfare, please provide:

- Blue Card #: _____ I require a Blue Card
- Expiry date: _____
- Date of birth*: _____ (*required to link with Blue Card portal)

Please provide details of your children who are students at Highland Reserve State School (if applicable)

Name: _____ Class: _____

Name: _____ Class: _____

Name: _____ Class: _____

I am:

- applying for new membership
- a returning member

I apply for membership of the Highland Reserve State School Parents and Citizens' Association and I undertake to:

- a) promote the interests of and facilitate the development and further improvement of the School and the good order and management of the School; and
- b) comply with the constitution of the P&C Association, including the P&C Association Code of Conduct as specified in Appendix E of the P&C Qld Constitution, and any valid resolutions passed by the Association.

Signature: Date:

P&C Secretary Use	
Date received:/...../.....	Date accepted:/...../.....
Secretary's signature:	Entered in P&C Register. <input type="checkbox"/>

APPENDIX E – 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.