



St Bernadette's Catholic Primary School

Parents and Friends Association

Role of the Class Representative

Please find a list below outlining some of the responsibilities of the Class Rep.

- * To regularly attend P and F meetings, at least 4 a year.
- * To feed back information to other parents about P and F events and to also provide information to the P and F from other parents.
- * To be a contact person for other families in the class and to welcome new families by introducing yourself to them and familiarising them with school happenings. If you are comfortable giving out your phone number, other parents may contact you regarding regular school/class happenings such as placing lunch orders, routine for excursions etc.
- * To assist with P and F events – your time is always appreciated and all P and F events are for the good of our kids and school community.

Please ensure that your email address is recorded on the attendance sheet so you can receive communications and meeting minutes.

The P and F meet twice a term during Week Three and Week Seven. Meetings are usually held in the Library and commence at 7.30.

Again, thank you for your commitment to the Parents and Friends Association.

Jacki Tucker

P and F President