



Role of the P&C Class Rep

- collect email addresses of parents/carers in your class
- email class parents/carers regarding:
 - P&C communication as requested by the P&C from time to time
 - canteen duty and muffin morning dates (usually once each per term), seeking volunteer participation as needed
 - any other important classroom information
- attend P&C meetings (where possible)
- from time to time coordinate fundraising activities for your class
- advise parents/carers of contacts for queries relating to:
 - the school, teachers or safety - Principal, Deputies or Class Teacher
 - fundraising/expenditure or other P&C activity - P&C Executive
- communicate any P&C related queries raised by class parents/carers at P&C meetings or by email to the P&C Executive

****Please email expressions of interest to the P&C Secretary at secretary@bpspc.asn.au****