

The St Francis Xavier Primary School P&F Constitution

1. The Purpose of the St Francis Xavier Primary School Parents and Friends (P&F) is to cooperate with the Principal's decisions about the design and safe delivery of the St Francis Xavier Primary School educational programme in our community of faith.
2. The P&F serves the Purpose by:
 - a. Fostering cooperation between the Principal, parents, teachers, students, the parish, Catholic Education and members of our community
 - b. Promoting St Francis Xavier Primary School in our community
 - c. Contributing to, supporting and promoting the Principal's decisions among our community
 - d. Organising and conducting social and fundraising activities relevant to the Purpose
 - e. Each member complying with and promoting the St Francis Xavier Primary Code of Conduct
 - f. Carrying out such other functions to serve the Purpose as the Principal requests
3. The Principal may choose any person from the school community who is not a staff member of any Catholic school to be a member of the P&F and may also end any person's membership at any time at the person's request or if the Principal believes it is in the best interests of the school community.
4. The Principal shall notify the school community of the members of the P&F and its meeting dates for the next school year before the end of each school year.
5. The P&F shall nominate to the Principal a President, Vice President and Secretary at the first meeting for the year and the Principal may ratify the nominations or ask for alternatives.
6. The President is responsible to the Principal for the P&F serving its purpose.
7. The Secretary is responsible to the President for accounting for any funds collected by the P&F, the recording of meeting minutes, and communications between the P&F, the principal, and our school community.
8. All members of our school community must cooperate with the P&F to support the common good for our students, school staff, and community.