



## LIWARA PARENTS AND FRIENDS ASSOCIATION CODE OF CONDUCT

Liwara P&F Association is open to all parents of children enrolled at Liwara Catholic Primary School.

The primary goal of the P&F is to build and foster the school's community as well as provide financial assistance to the school via funds raised through P&F fundraising events and initiatives.

New members are always welcome.

We meet in Week 2 and 7 of each term on a Monday night in the staff room. All are welcome from 7.30pm. We endeavour to keep our meetings to around 1 hour by strictly sticking to our agenda.

Agenda items must be forwarded to the Secretary at the close of business the Friday before the meeting and be presented in person.

### **P&F Social Events**

- New Parents Sundowner
- Outdoor Movie Night
- Family Camp night
- Mother's night
- Bingo Night
- Father's Night

### **P&F Fundraising Events**

- Entertainment Book
- Lapathon
- Bunnings Sausage Sizzle
- Lunch Bags
- Family Outings
- Liwara School Fair

### **Methods of communication:**

- Fortnightly newsletters (odd term week)
- Class contact emails
- Official Liwara Facebook Page –  
<https://www.facebook.com/groups/377178798959937/>



Click Member Request, fill in the Facebook Application Form so we can verify you as a Liwara parent.

## EXECUTIVE COMMITTEE

**President:** Tamara Bastow  
0438 197 640

**Treasurer:** Kathryn Edwards  
0437 812 631

**Vice President:** Tess Mak  
0430 927 696

**Secretary:** Michelle Rocca  
0411 285 321

**P&F email:** [liwarapf@gmail.com](mailto:liwarapf@gmail.com)

All questions can be directed to the P&F President.

### General Committee Members

General committee member participate in decision making at the P&F meetings. Committee members attend meetings, vote on issues and provide ongoing support to the committee.

### Sub-Committees

Sub-committees are created for each project that require co-ordination. A sub-committee may consist of P&F members and/or parents of the school community who are not P&F committee members.

The purpose of the sub-committee is to meet, discuss and then return to P&F meetings to update the P&F on their progress. These sub-committees are under the direct responsibility of the P&F Executive Committee.

Sub-Committees report back to the P&F to ensure all members are aware of events and their progress. All expenses incurred by the sub-committee must be approved prior to spending with a budget adhered to.

## LIWARA P&F OBJECTIVE

As a group we aim to:

- Support and liaise with the Principal, administration and School Board.
- Create a forum for discussion about fundraising and Social Functions.
- Participate in the decision making of social events, fundraising initiatives and the allocation of available funds.
- Further the growth and development of the parental involvement through a range of social, school and Parish supported activities.
- To raise funds for the further development of the educational, social and spiritual growth of the children of the school.
- Adhere to the Liwara P&F Constitution