

**Floreat Dads Committee
TERMS OF REFERENCE**

1. Name

The committee shall be known as "Floreat Dads".

2. Purpose

The purpose of the Floreat Dads is to help *inspire and equip father's & father-figures of Floreat Park Primary to positively engage with the children in their lives, for the betterment of the kids.*

3. Responsibilities

The Committee shall be responsible for:

- a) Establishing a supportive network of dads across the school community;
- b) Creating opportunities for dads to get involved with their kids through organised activities;
- c) Create a stronger connection between dads and the school community;
- d) Advocate for participation and inclusion of fathers / father-figures in school activities;
- e) Promote positive parenting in line with recommendations from the Fathering Project.

4. Membership of the Floreat Dads Committee

- a) Not more than ten members, one of whom shall be a member of the P&C Executive Committee;
- b) The President of the P&C shall be an ex-officio member;
- c) A Convener shall be elected each school year by Annual General Meeting of the P&C Association, and be endorsed by the Principal. In the event that the position of the convener becomes vacant, an election may be held at a general meeting of the P&C to fill the vacancy;
- d) The Convener will select members of the committee at their discretion, with the intent to have a father or father figure for each year group represented..

5. Duties of the Convener

- a) Shall lead the Committee and ensure it fulfils the responsibilities and achieves the purpose outlined above;
- b) Shall lead engagement with the P&C Association and school leaders where required;
- c) Shall arrange and preside over meetings of the Committee. In the event of the Convener is absent, the meeting shall elect a Convener for the occasion;
- d) Shall ensure that a verbal or written report of the activities of the committee is presented to all general meetings of the P&C Association (or executive committee).

6. Meetings

Meetings of the Committee shall be at such times and places as determined by the Convener. The Committee shall meet formally at least once per semester. formal meetings will be used to;

- a) Organise formal events, i.e. determine location, budget, timing and other arrangements;
- b) Assign responsibilities for management of events, communication and school engagement.

7. Funding

- a) The Committee will aim to be self funded, to ensure no or limited draw on P&C funds;
- b) A separate bank account will be established, with independent review by the P&C Treasurer at least annually;
- c) Funding balance will be reviewed on an annual basis in line with the P&C Association budget cycle.

8. Alterations to the Terms of Reference

All proposed amendments to these rules must be approved by a general meeting of the P&C Association and endorsed by the Convener of the Committee.

9. Endorsement

We the undersigned, hereby certify that the Floreat Dads Committee terms of reference were adopted at the General Meeting of the P&C Association held on _____ the _____ day of _____ 20____

President (Parents and Citizens' Association): _____

Floreat Dads Convener : _____