

## **Mayfield School Classroom Parent Representatives – Role and Responsibilities**

Classroom parent representatives play an essential role in fostering a sense of community and support among families. Their responsibilities include:

1. **Welcoming New Families:** Acting as the primary contact for new families, offering a warm welcome, and providing information and support to help them settle in. This includes being available for any questions they might have about the school or community.
2. **Baking and Meal Support:** Coordinating with other parents to provide baking or frozen meals to families during key times such as the arrival of a new baby, illness, family bereavement, or other challenging circumstances.
3. **Support for New Families:** Offering guidance and help to new families as they navigate the school environment, ensuring they feel connected and supported.
4. **Fundraising Coordination:** Helping to organise and engage parents in fundraising efforts, such as coordinating parent volunteers for lunch-making initiatives or other school fundraising events.
5. **Parent Help:** Coordinating parent volunteers for classroom assistance, school events, or special projects as needed by teachers.
6. **Morning or Afternoon Teas:** Organising informal gatherings like morning or afternoon teas to foster a supportive network among families and help build stronger school community relationships.