



What is the Parent Carer Forum?

It is a representative body for Parents, Carers and young people with Special Educational Needs and Disabilities (SEND). Our aim is to make sure the services in Cheshire West and Chester (CWaC) meets the needs of disabled children and their families.

Values of PCF CWaC

The values and culture of PCF CWaC are important to our representatives. We are a committed group of volunteers who respect each other. Showing consideration to each other's time limitations, differing opinions and points of view. We will always support one another, be honest about what we can commit to deliver and include everyone equally.

Role of PCF School Liaison

- Organise Coffee events at Specialist/Mainstream schools
- Be the voice of the parents at your school setting
- Share PCF literature and event details.
- Work with other PCF school liaison reps to understand the common concerns.
- If necessary, organise joint Focus Groups across settings to understand parents' concerns.
- Engage and share Cheshire West PCF on social media activity
- Forge relationships with SENCO's
- Escalate issue to PCF Management Committee

What does Cheshire West PCF expect from its volunteers?

- To be professional, polite and discrete. Avoid criticism of named professionals, services and settings while you are in a volunteering role.
- To let us know as soon as possible if you can't attend a meeting or event
- To declare any conflicts of interest promptly; you are expected to pause your involvement as a parent representative if you are taking the LA to tribunal
- To report any safeguarding concerns immediately
- To maintain confidentiality and comply with data protection rules
- To respect other cultures, religions, parenting styles, political opinions etc.
- Not to champion one approach over another; e.g. you may personally be very pro or anti mainstream inclusion, but our line always has to be that it should be down to parental choice, and meeting the needs of individuals
- To represent the views of a wide range of parent carers, not just your own

Qualities of a PCF representative

Passionate, and professional

Organised

Respectful

Objective

PCF CWaC agrees to:

- PCF will support you in this role and provide training and personal development to help you fulfil your role.
- PCF will pay your expenses for the work that you do, in the form of mileage/bus fare to attend meetings and will pay other relevant expenses, within a timely manner of being submitted; provided expense forms are properly completed with receipts attached.
- PCF staff will support you with regard to your personal circumstances and ensure that you are not asked to do more than you can manage at any one time.