

## **Parent Carer Representative Agreement**

### **The Aims of Family Voice Southend are:**

- To be the strategic consultative body within Southend-on-Sea representing families of children and young people with special and additional needs, providing a liaison point for Statutory and Voluntary Agencies within Southend-on-Sea. This will be achieved by providing Parent Carer Representatives to work in co-production with local services.
- To consult with and inform our membership with a view to ensuring that all children in Southend-on-Sea with special and additional needs meet their full potential and achieve their best possible outcomes

These aims are stated in our constitution.

### **Parent Carer Representative Agreement**

As a Parent Carer Representative you will be expected to represent, to the best of your ability, the wider parent carer community of Southend Borough, endeavour to prepare sufficiently for meetings and feedback afterwards, not attempt to solve your personal matters whilst representing the forum and claim expenses and participation payments if appropriate.

By signing this agreement I agree to:

- conduct myself appropriately for the duty or function that I am carrying out or attending.
- abide by the Constitution and Code of Conduct of Family Voice Southend
- abide by the policies of Family Voice Southend.
- represent families on behalf of Family Voice Southend.
- provide feedback to the Steering Committee via a Parent Rep feedback form

Signed: .....Name in Print: .....

Date: .....