



Old Dalby CofE Primary School PTA

Old Dalby COfE Primary PTA Conflict of Interest Policy

As the trustees of this PTA, we understand that it is our duty to make decisions that are in the best interests of the PTA. We know that where any of us hold a personal or other interest, this could stop us from achieving this duty and acting in the best interests of our PTA.

Our PTA committee takes the following steps to identify and deal with any conflicts of interest:

- We make all new trustees and non-voting committee members aware of this policy and the advice on conflicts of interest from Parentkind and the Charity Commission for England and Wales by providing them the link to the following web pages;

<https://www.parentkind.org.uk/Info-sheets/Conflicts-of-interest>

<https://www.gov.uk/government/publications/conflicts-of-interest-a-guide-forcharity-trustees-cc29>

- We ask all new trustees and non-voting committee members to sign to confirm that they have read and understood the Parentkind guidelines on conflict of interest.

2. We ask all trustees and non-voting committee members to declare any conflict of interest:

- when they are newly appointed,
- at the start of every committee meeting and, in addition to this,
- whenever a trustee/non-voting committee member becomes aware of the possibility of a conflict of interest.

This is usually noted in the PTA meeting minutes and then used to update a separate register of conflicts of interest. This is available to all our trustees, non-voting committee members and parents/carers via the PTA section of the school website.

3. In line with clause 7 in our constitution, any trustee or non-voting committee member with an identified conflict, is asked to withdraw from any discussion of and/or vote on that issue.

4. Where conflicts of interest arise, we detail in the minutes of the PTA meeting how this will be addressed.

5. Our PTA works to encourage a good mix of parents and staff from across the school to get involved in our PTA. This stops any one part of the school from being overly represented.

6. Where decisions may favour one year group, subject area or particular aspect of the school over others, we ensure that:

- We have specifically consulted (i.e.: with the school, parents and pupils) to ensure this is appropriate; and/or
- Over a period of time, we ensure that all aspects of the school benefit and that this benefit is close to being equal.

7. We review this policy annually (in advance of our AGM) and make it available to our trustees and non-voting committee members so they understand how the trustees are operating in the best interests of the PTA.

