

Working Well Together

Scottish Assembly of Parents and Carers

Parents, carers and partners are committed to working together well. Parent and carer members of the Assembly will be supported in their roles to play a significant part in improving education in Scotland.

The Scottish Assembly of Parents and Carers is an exciting project which presents a new way of hearing the voices of parents and carers. For parents and carers, it is a unique opportunity to help to shape Scottish education. It is paramount that parents' contributions are meaningful, respectful and relevant, as we all contribute to building a positive reputation for the new Assembly.

It therefore is important that everyone understands and agrees to the following values so we can all work well together.

The key principles of Working Well Together are:

- **HONESTY**– working with the utmost integrity in all situations. Members should declare any outside interests or potential conflicts of interest which may impact on their role
- **TEAMWORK** – supportive towards each other and contributing constructively at meetings
- **FAIRNESS AND EQUALITY** – members should treat everyone as an equal. Discriminatory behaviour or language will not be tolerated
- **RESPECT**– listening to others and respecting their views
- **CONFIDENTIALITY AND PRIVACY** – respecting and maintaining the confidentiality and privacy of all Members. Parents and carers are invited to bring their own experiences and expertise to the Assembly and this may mean personal information is shared. This information and the names and personal data of Assembly members must not be disclosed without explicit written consent
- **COMMUNICATION** – Connect and the Project Co-ordinator will oversee and manage all communications with external partners and

organisations, supporting Members with this. Members should contact Connect and/or the Project Co-ordinator immediately if, for example, they receive approaches from media organisations or journalists.

What happens if there are issues or concerns?

Contact Connect and the Project Co-ordinator if you have any concerns or questions. If individual members are unable to work together well, for whatever reason, advice and help will be sought from Scottish Mediation. If issues cannot be resolved, Connect reserves the right to remove members from the Assembly.

This Working Well Together document will ensure that members exercise their roles effectively and have the highest standards of integrity.

All members will receive a copy of Working Well Together and will be supported with training and help needed to fulfil their roles.