



Factsheet for Families

Parent committees

Many child care services have a parent committee that plays an important role in involving families in the service's operations. The parent committee can be a great opportunity for you to work in partnership with the service to promote positive outcomes for your child. However, if you are unable to be involved in the committee, or your service doesn't have a one, there should be many other opportunities for you to participate in decision making about your child's care, and to provide your feedback and suggestions.

What do parent committees do?

Each service's parent committee will have specific roles and responsibilities. Some committees will be responsible for the overall management of the service, while others may work alongside the service's management in a consultative role. Examples of some activities that parent committees undertake include:

- participating in Quality Assurance processes
- developing and reviewing policies and procedures
- recruiting employees
- financial management
- planning building works and renovations
- service maintenance, for example through gardening or working bees
- purchasing equipment
- marketing the service
- organising social events
- participating in information sessions, for example about children's nutrition or guiding children's behaviour
- fundraising

To find out about our service's parent committee, or other opportunities for family involvement, please speak to:

or telephone:

How can I be involved if I can't attend committee meetings?

Child care professionals recognise that some families will be unable to be actively involved in the parent committee. However, there will be many other ways that you can provide feedback, or have input in decision making. These may include:

- talking with child care professionals and/or management about your ideas and feedback when you are at the service
- completing any questionnaires or surveys that your service provides
- talking with the people who work with your child about your child's interests and activities outside of care
- offering your time or expertise for specific or one-off activities. For example, you may be able to help proofread the service's newsletter, or provide feedback in the review of particular service policies.

How do I find out about opportunities to be involved in my service?

Most services will tell you about their parent committee and how families can be involved in the service when you enrol. Other ways to find out about parent involvement opportunities include:

- checking service noticeboards
- reading the service newsletter and other information that is sent home
- checking the service's website or reading e-mail updates, if your service has these
- talking to child care professionals and other families about the service's current activities.