

Parent representatives in the Primary School

We congratulate you on having been elected parent representative in your child's class and would like to thank you for being willing to take on this important task for this school year.

We would like to provide you with some general information about your new task as agreed upon in the Education Council. Parents' involvement in their child's school is of great importance for a positive school climate. As parent representative you can enhance the cooperation between parents and school. The responsibility for the class, however, always remains with the class teacher.

Contact with your representative of the Education Council KG/GS:

- ❖ Please send an email to the primary office stating your name and class (LIST-MUN-SEKGS@eursc.eu) and to your education Council member to ensure direct communication.

Education Council Members KG/GS

Section	Email
German	de.er-gs@ev-esm.org
English	en.er-gs@ev-esm.org
French	fr.er-gs@ev-esm.org
Dutch	nl.er-gs@ev-esm.org
Italian	it.er-gs@ev-esm.org
Spanish	es.er-gs@ev-esm.org
Greek	gr.er-gs@ev-esm.org
SWALS	swals.er-gs@ev-esm.org
Kindergarten	kiga.er-gs@ev-esm.org

Responsibilities of a parent representative:

- ❖ Ensure positive cooperation between parents and teacher
- ❖ Discuss general interests/proposals/suggestions of parents with the class teacher and if necessary, pass it on to the Education Council
- ❖ Advise parents with issues related to their own child to make direct contact with the class teacher and, if not dealt with to mutual satisfaction, advise them to make contact with the Director Primary/Kindergarten
- ❖ Request extraordinary class meetings via the Director Primary/Kindergarten if a justified reason exists
- ❖ Administer the class fund if requested by the class teacher
- ❖ Make contact to any new parents in the class to and update the class contact list for parents. Please note that for data protection reasons, the processing of this data is only permitted if parents have given their consent.

We wish you all the best for this task!