Protocols for communication for
Coopers Plains State School
Parents and Citizens Association members

All members of the CPSS P&C will follow the following communication protocols when dealing with staff, students and members of the public including local, state and federal members with regards to school matters:

- Advise the Principal before requesting assistance from any staff members of Coopers Plains State School. This will ensure the resources of the school are being utilised efficiently.

- Advise the Principal before making contact with local, state or federal members. This will ensure the principal is supportive of any issues that the CPSS P&C may have.

- Advise the Principal before inviting any member of the public to CPSS P&C run events. This will ensure there are not conflicts of interest for Coopers Plains State School.

- Always obtain approval from the Principal before contacting students to assist with any CPSS P&C run events. This will ensure the rules around students’ rights and responsibilities are upheld.

- Always obtain approval from the Principal before contacting the media so that the Principal is informed and the rules surrounding media on a school site are followed.

- When organising a CPSS P&C run event, as long as permission is obtained for the fundraiser or event in the first instance, there is no need for the Principal to be advised of every contact with the public when requesting donations or support.

In summary, the Coopers Plains State School P&C is an extension of Coopers Plains State School and therefore holds the same level of responsibility in regard to communications.

Principal – Coopers Plains State School  
President – Coopers Plains State School
Parents and Citizens Association