



Suffolk Parent Carer Forum Members Agreement

Being a member of this forum involves an equal partnership between Suffolk County Council, Health Authorities, other local agencies and Suffolk Parent Carer Forum (SPCF). It will be developed through the creation and promotion of the agreed principles in which we welcome and care for all, we ensure that everyone is included and that we value the contributions they make, we will engage in honest communication and work to build a partnership of trust.

The nature of the parent carer forum role means that we will use feedback given to us through a number of channels, such as verbally, in writing, through social media, polls, surveys and other feedback collection sources. We use this to give anonymised, group feedback.

This agreement outlines the behaviour expected of **all** members, including parent carers, volunteers, parent representatives and the management committee of SPCF. This includes interactions in person, as well as through social media.

Availability

The Trustees, as well as other members of the SPCF team, are volunteers. We all have children with additional/special needs and/or disabilities and many of us also have employment obligations. This means that we will not always be available to answer any questions or queries and reply to social media posts. We operate with availability between 9:00am and 3:00pm weekdays, during term time only.

Wellbeing

The Care Act 2014 cites "Wellbeing", in relation to an individual, means that individual's wellbeing so far as relating to any of the following:

- (a) personal dignity (including treatment of the individual with respect);
- (b) physical and mental health and emotional well-being;
- (c) protection from abuse and neglect;
- (d) control by the individual over day-to-day life (including over care and support, or support, provided to the individual and the way in which it is provided);
- (e) participation in work, education, training or recreation;
- (f) social and economic well-being;
- (g) domestic, family and personal relationships;
- (h) suitability of living accommodation;
- (i) the individual's contribution to society.

Suffolk Parent Carer Forum is dedicated to ensuring that all members, volunteers, experts by experience and the Trustee's wellbeing is the best that it can be whilst they are members. Should a member, of any kind, compromise the wellbeing of another, they would be subject to removal.

Behaviour

We encourage a climate of openness and dialogue through which the opinions and free expression of concerns are welcomed as a helpful contribution to the culture of the organisation. However, we will not tolerate harassment, abuse or constant challenge from a member.

Members also need to be respectful of others lived experience. Other member's views and experiences may be different, this does not mean that they are wrong. We will not allow members to be negatively challenged because they do not express the same opinion.

Questions/comments are to be asked/posted **once**, there is no need to repetitively post especially when the question has already been answered. These additional posts will be deleted.

First Instance

A member will be contacted by the Management Committee if it is felt they have not adhered to this agreement. They will be given an opportunity at this point to rescind their comments/actions.

If a member repeatedly and/or persistently breaks the rules within this agreement, they will be subject to removal.

Removal of a Member

A member is removed from membership by a resolution of the Trustees, that it is in the best interests of the organisation that his or her membership is terminated. During which time use of the SPCF social media pages will be suspended.

A resolution to remove a member from membership may only be passed if:

(4.a) the member has been given at least twenty-one days' notice in writing of the meeting of the Trustees at which the resolution will be proposed and the reasons why it is to be proposed;

(4.b) the member or, at the option of the member, the member's representative (who need not be a member of the organisation) has been allowed to make representations to the meeting.

In the event of the conduct being classed as severe or threatening, the membership would be suspended whilst the 21 days' notice is in effect.

Agreement

I have received a copy of the Membership Agreement and I have read, understood and agree to follow its content.

Signed:

Date:

Print: