



'Spurring each other on with love'

PFA Conflict of Interest Policy

Introduction

This policy sets out the principles for managing Conflict of Interest within Bickleigh Down Church of England Primary School PFA. It is relevant to all within the association and is endorsed by the committee of Bickleigh Down Church of England Primary School PFA.

As committee members and trustees of Bickleigh Down Church of England Primary School PFA, we understand it is our duty to make decisions that are in the best interests of the Bickleigh Down Church of England Primary School PFA. We know that where any of us hold a personal or other interest, this will stop us from achieving this duty and acting in the best interest of our PFA.

Applicability

This applies to every elected member of the Bickleigh Down Church of England Primary School PFA.

Our PFA takes the following steps to identify and deal with any conflicts of interest:

- We make all new committee members aware of this policy.
- We ask all committee members to declare any conflict of interest:
 1. When they are appointed.
 2. At the beginning of each meeting.
 3. Whenever a committee member becomes aware of a possible conflict of interest.
- Any committee member with an identified conflict of interest is asked to withdraw from any discussion of and/or vote on that issue.
- Where conflicts of interest arise we will detail in the minutes of the meeting how this has been addressed.
- The PFA will work to make sure there is a good mix of parents and staff across the school involved within the PFA. This will stop any one part of the school being overly-represented.
- Where decisions made may favour one year group, subject area or particular aspect of the school over others we will ensure we have consulted with our members and over time will ensure that all aspects of the school will benefit equally.

Changes to the policy

The committee reserves the right to change its Conflict of Interest Policy to maintain consistency with current best practice and the needs of the charity.

This policy will be reviewed annually by the Bickleigh down C of E Primary School PFA committee.

For the most up to date version of the policy, please request a copy by emailing bickleighdownpfa@yahoo.com or visiting the PFA section of the school website.

This policy was adopted on 28th February 2023.

Signed on behalf of Bickleigh Down C of E Primary School PFA (Chairperson)

A handwritten signature in black ink, appearing to read 'Hannah Walsh', written in a cursive style.

Hannah Walsh

This policy was reviewed as indicated below:

February 2023 created and approved.

Next review due February 2025.

Useful Links

[PTA objectives, conduct and conflicts | Parentkind](#)