



FOSV Conflict of Interest Policy

As the committee members and trustees of this PTA, we understand that it is our duty to make decisions that are in the best interests of the PTA. 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 interests of our PTA.

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

We make all new committee members aware of this policy and the advice on conflicts of interest and the [Charity Commission for England and Wales](#).

We ask all committee members to declare any conflict of interest

- 1) when they are newly appointed and
- 2) whenever a committee member becomes aware of the possibility of a conflict of interest.

This is usually noted in the committee meeting minutes. This is available to all our committee members by email and available online through our shared facebook group.

In line with clause 9.3 in our constitution, any committee member with an identified conflict, is asked to withdraw from any discussion of and/or vote on that issue.

Where conflicts of interest arise, we detail in the minutes of the committee meeting how this is addressed.

Our PTA works to make sure there is a good mix of parents and staff from across the school that are involved in our PTA. This stops any one part of the school from being overly represented.

Where decisions may favour one year group, subject area or particular aspect of the school over others, we ensure that

- a. We have specifically consulted (ie: with the school, parents and pupils) to ensure this is appropriate; and
- b. Over a period of time, we ensure that all aspects of the school benefit and that this benefit is close to being equal.

This policy shall be reviewed annually.

Policy Updated on 19th September 2021

Policy to be Reviewed on 19th September 2022