

THE PARENT COUNCIL (PC)

The Parent Council is formed by the Room Parent Representatives, one from each year group and is a body designed to ensure the continued participation of parents in the educational process and to raise the quality of service results.

At least one main member and one substitute will be elected for each of the grades from Nursery to Year 13, in accordance with the provisions of the PEI (Institutional Educational Project) to form this Council.

Room Parent Representatives are elected by parents in each class at “Back to School Day”. Each class has one representative to act as a bridge between parents of the students of the class, the teachers, the school administration, the PTA, and the Parent Council. More detailed information on Room Parent Representatives can be found in the [Parent Handbook](#).

Each Room Parent Representative will oversee a WhatsApp Group for each year group. These groups are set up as another form of communication to keep parents informed about the events of the school, alerts, etc. Year group WhatsApp groups should be respectful and follow these general guidelines.



REMEMBER EVERYTHING
WE TALK IN A CHAT IS
PUBLIC



IF YOU HAVE ANY
SUGGESTION OR PROBLEM
WITH A TEACHER OR WITH
THE SCHOOL, USE THE
REGULAR
COMMUNICATION
CHANNEL



AVOID DISCRIMINATION
AND CRITICISM,
LET'S BE RESPONSIBLE
WITH WHAT WE SHARE
AND ACCURATE WITH
WHAT WE AFFIRM



LET'S BE BRIEF AND
PRECISE



IF YOUR CHILD HAS A
PARTY YOU CAN SEND THE
GENERAL INVITATION
AND THEN CREATE A NEW
CHAT WHERE YOU CAN
SHARE PHOTOS AND
VIDEOS



LET'S BE ATTENTIVE TO
THE CHAT INFORMATION

BEFORE ASKING, MAKE
SURE IT WAS NOT
EXPLAINED BEFORE



RESPECT SLEEPING HOURS



THIS IS NOT A FORUM FOR
INDIVIDUAL CONCERNS
PLEASE STAY FOCUSED ON
EVENTS AND ISSUES
INVOLVING THE WHOLE
COMMUNITY



AVOID PROMOTING THE
SALE AND/OR
PROMOTIONS OF NON-
SCHOOL RELATED ITEMS



PLEASE SHARE RELEVANT
INFORMATION FOR THE
WHOLE GROUP



DO NOT SHARE OTHERS'
PERSONAL DATA WITHOUT
CONSENT
BE AWARE OF DATA
PROTECTION

Please remember that Phidias is still the official communication channel with the school. The Whatsapp chat is used as a reminder, urgent messages or to serve as a means to clarify doubts from families with the Room Representative.

PC PURPOSE

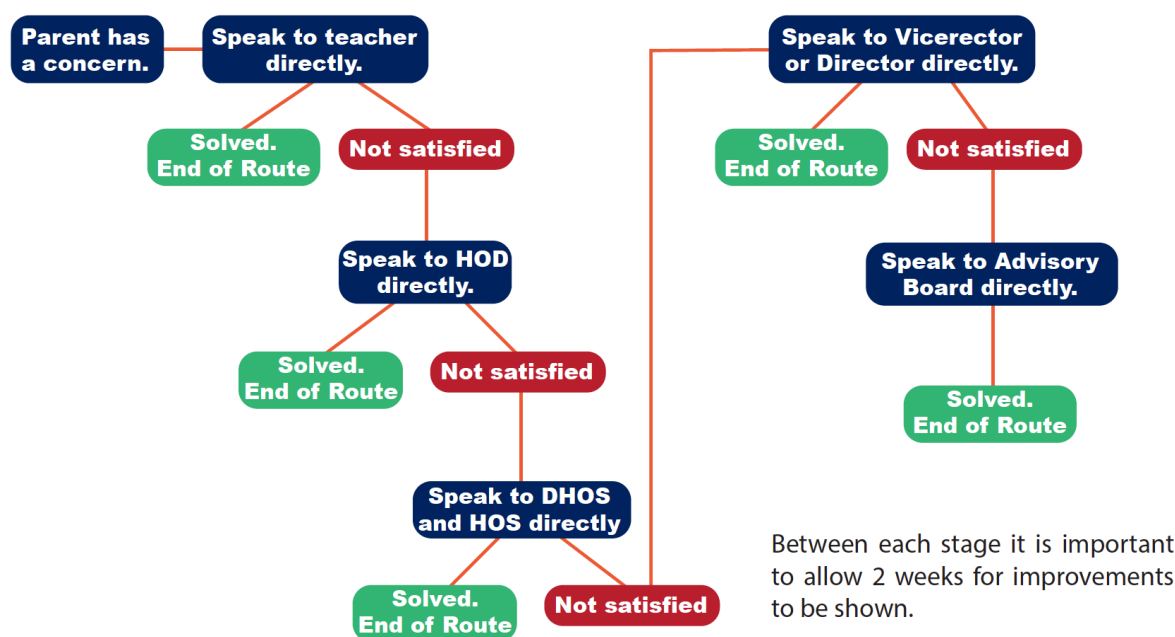
The Council meets several times a year with the aim of discussing all its responsibilities and mainly general situations presented by the parents which require a solution or proposal from the school.

More information on the [Parent Council Reglamentation](#)

HOW TO ADDRESS YOUR CONCERNS TO PC

At CGB we strive to make sure that all student, parent and staff concerns are heard and dealt with in an appropriate manner.

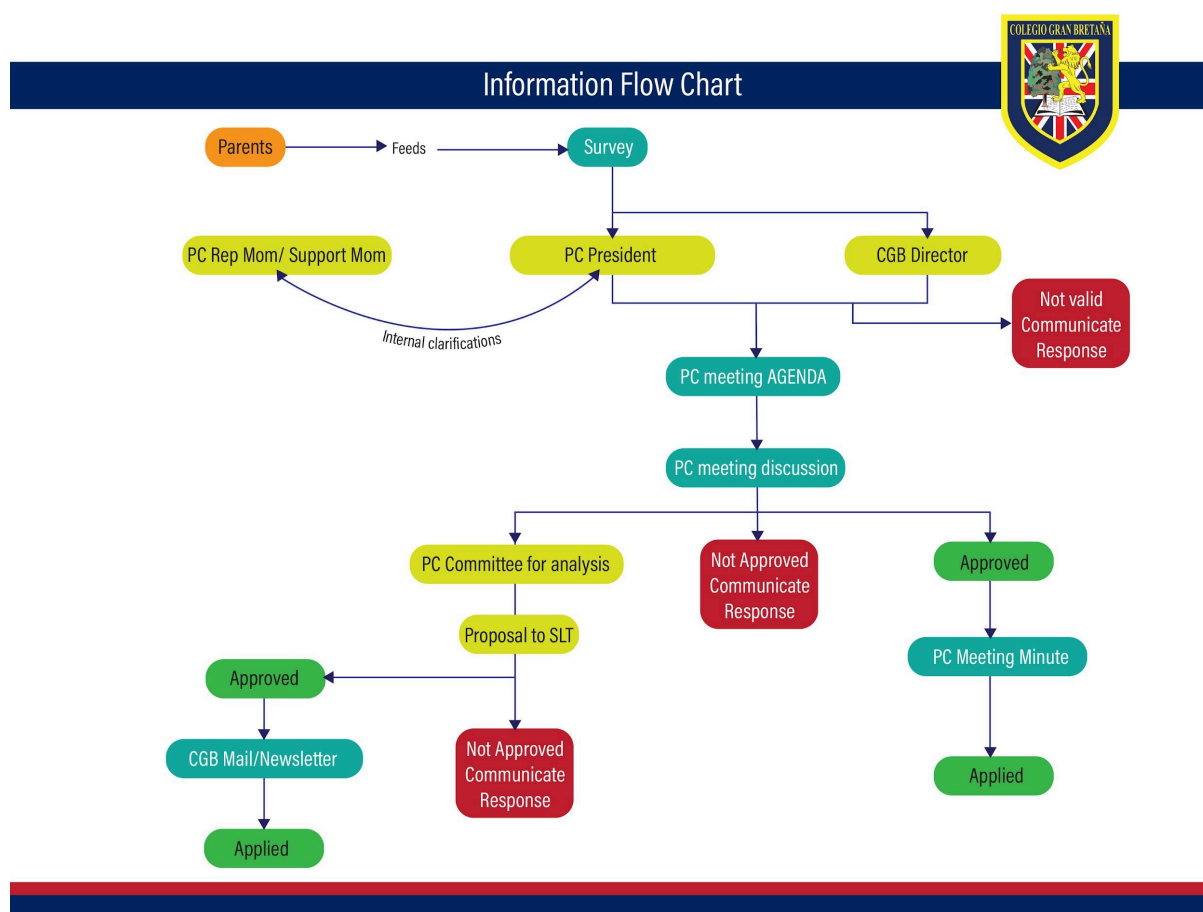
Depending on the type of concern there is a proper channel and procedure to deal with. In case it is an individual matter the right department should be addressed by the parent. Below you can find the procedure to follow in this case.



If it refers to a collective issue then the right forum would be the Parent Council. There is an online form called [PC survey](#) that is available throughout the year where any parent can introduce his concerns, questions or simply praise someone's work in school.

This survey is regularly read by both the Parent Council President and School Director and all the concerns presented here will be included in the Agenda and discussed in one of the several Assemblies planned by the Parent Council throughout the year. If the subject is complex or requires further analysis, a committee will be created by PC members and a formal proposal will be presented to school after approval by PC Assembly. For school approval it will go to a SLT(Senior Leadership Team) meeting.

Please see the flowchart below to understand how this information circulates through the school process.



Contact Details: You will find a contact called **Parent Council** on Phidias but can also write directly to the following emails:

Parent Council President - parentcouncilpresident@cgb.edu.co

Parent Council Secretary - parentcouncilsecretary@cgb.edu.co