



Conflict of Interest Policy

The Inkersall Primary Academy Parent and Teachers Association adhere to the following policy as per PARENKIND (which is approved by the Charity Commission for England and Wales)

As the committee members and trustees of the PTA, we understand that it is our duty to make decisions that are in the best interests of the PTA. It is a legal requirement that any conflicts of interests are declared immediately as there is a possibility personal or other interest could influence decisions.

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 the conflict of interest from Parentkind and the Charity Commission of England and Wales.
- An example of a conflict of interest may be if a committee member would personally benefit financially through their line of work at a fundraising event, for example they do Avon and they want to organise a fundraising event around their Avon business.
- We ask all committee members to declare any conflict of interest when they are newly appointed, at the start of every committee meeting and whenever a committee member becomes aware of the possibility of a conflict of interest.
- When a clear conflict of interest arises it is recorded in the meeting minutes and then used to update a separate register of conflicts of interest. This is available to all our committee members because it is circulated with every set of committee meeting minutes and stored with the secretary
- In line with clause 9.3 in our Parentkind model constitution any committee member with an identified conflict is asked to withdraw from any discussion/vote on that issue. Where conflicts of interest arise, we detail in the minutes of the committee meeting how this is addressed.
- Where decisions may favor one year group, subject area or particular aspect of the school over the others, we ensure that we have specifically consulted (I.e. with the school, parents and pupils) to ensure this is appropriate and over a period of time, we ensure that all aspects of the school benefit and that this benefit is close to being equal.
- We review this policy annually (in advance of our Annual General Meeting) and make it available to our members so they understand how the committee is operating in the best interest of the PTA

Conflict of interest policy devised 2018 and reviewed May 2019, to be reviewed after the AGM 2020