Welcome to the DPC

Congratulations and thank you for taking on your role

Your North Shore Cluster Coordinator is Louise Johnston.

The Diocesan Parent Council (DPC) aims to strengthen the partnership between Parents, School and Parish by encouraging and supporting the participation of all parents in our Catholic Communities.

We thank you for your commitment to your own school and wider Diocesan community in undertaking the role of Diocesan Parent Council representative on your school P & F.

We look forward to seeing you at the various DPC functions during the year and if we can be of assistance, please don’t hesitate to contact us.

We hope this information will assist you in your important role as leaders in your school community.

What is the DPC?

The Diocesan Parent Council (DPC) is the official parent body recognised by the Bishop and the CSO to represent all parents of children attending Catholic Schools in the three Clusters our Diocese.

Central Coast Cluster          North Shore Cluster              Peninsula Cluster

Each diocesan systemic school P & F has representation on their DPC Cluster Parent Council.
Each Cluster has members on the DPC Executive Team;
Two parents represent the Diocese on the Council of Catholic School Parents. (CCSP NSW/ACT)

Parents
All parents of children attending Catholic Schools in our Diocese of Broken Bay School & F

School / Parish

DPC Cluster Groups
1 or 2 Reps from each school P & F in the 3 clusters
North Shore          Peninsula         Central Coast

DPC – Executive Team
Approx. 4 reps from each cluster
Supported by Cluster Coordinators, Coordinator (p/t) & Executive Officer

Catholic Schools Office (CSO)
The DPC is officially recognised and supported by the Bishop & the CSO

CCSP – Council of Catholic School Parents NSW/ACT
1 Rep from each of the 11 Dioceses in NSW Plus Executive Officer Danielle Cronin.
CCSP has representation on CEC (Catholic Education Commission) & various State Boards.
What is the aim of the DPC?

- Support P&F teams and their parent community
- Promote and strengthen the parent / parish / school partnership.
- Strengthen the participation, involvement and engagement of all parents in our Schools.
- Keep parents in touch with educational and social issues.
- Promote the Catholic School parent perspective at all levels School, Parish, Cluster, Diocesan and State

How often does the DPC meet?

Each DPC Cluster Parent Council meets once per term; the DPC Executive Officers meet once a term; the DPC Executive Team meet once per term and the CCSP meet once per term.

What is the main role of the DPC Rep?

To be a member of the school P&F executive team and be the link between your school communities your cluster and the Diocese. The DPC rep will do this by …

- Being part of the P&F School Executive
- Keeping parents of his / her school informed about DPC issues
- Providing a report to parents at school meetings and ensuring DPC communications reaches parents
- Informing the DPC about parent concerns and issues
- Keeping in contact with the school principal and /or Parish Priest
- Attending DPC cluster meetings once a term
- Attending where possible the annual DPC Leadership Evening, Listening Tours & Parent Seminars.

DPC representatives are advocates for Catholic Education, but do not become concerned with management issues of the individual

How is the DPC funded?

An annual $5 per family levy is paid by parents from all systemic schools within the diocese. This amount is included in the school fees each year. This supports the work of the DPC.

How does the DPC support parents?

- Free Parent Seminars conducted in each cluster
- Resources on the DPC website
- “Broken Bay Parent News” newsletter
- Linking parents with the CSO

How does the DPC support P&F teams?

- Annual DPC Leadership Evening
- P&F Listening Tours and Workshops
- Resources and tools
- DPC website www.brokenbayparentcouncil.com

Who supports the DPC?

Executive Officer - Carmel Hewitt (CSO Education Officer - Parent Liaison)
Diocesan Coordinator Cathie Renfrew (2 days /week)
Cluster Coordinators: Central Coast – Cathy Whitmore (Term 1 & 2)
North Shore – Louise Johnston
Peninsula – Jeanie McDonnell

CONTACT DETAILS

Broken Bay Diocesan Parent Council (DPC) Postal Address:
Building 2, 423 Pennant Hills Road, PO Box 967, Pennant Hills
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Carmel Hewitt – DPC Executive Officer Tel. 9847 0366  Monday, Tuesday, Thursday
Mob. 0408 164 785  carmel.hewitt@dbb.catholic.edu.au

Cathie (Monday plus one ) Tel 9847 0340 or parentcouncil@dbb.catholic.edu.au

DPC Website: www.brokenbayparentcouncil.com
The DPC Representative …. 5 easy steps to fulfilling your role.

1. Understand what your role is. You can attain information by:
   - Talking to your previous representative.
   - Referring to the Broken Bay DPC website. [www.brokenbayparentcouncil.com](http://www.brokenbayparentcouncil.com)
   - Contacting Carmel Hewitt and your cluster co-ordinator Louise Johnston.

2. Make an appointment with your school Principal to discuss their expectations of the role and how information will flow from you to members of your school community.

3. Attend the P&F meetings, particularly the first one of the year and introduce yourself to your school community as the DPC representative. Provide them with a short overview of what the role is and how it benefits parents. Remind them that it is a two way flow of information.

4. Attend cluster meetings. These are very important as you are included in:
   - Discussions of events occurring at local Catholic schools
   - Sharing if ideas and procedures of schools such as family masses, P&F activities, after school care and fund raising other issues relevant to parents.
   - Receiving relevant information from the Broken Bay Catholic Schools Office and CCSP.

5. Share the information you have received.
   - Advise your school that you have attended your cluster meeting in your school newsletter. List the primary points of discussion. Display minutes in appropriate way.
   - Inform the principal of the relevant issues discussed. You may have an ongoing schedule of meetings each term with the principal.
   - Ensure your feedback is included on the P&F meeting agenda and supply a short summary for the minutes.
   - Assist to promote free DPC seminars and workshops. Check to ensure flyers and reminders are put in the school newsletter, post flyers on the school notice board and suggest car-pooling. Attend these functions if you can.

Thank you to Alison Housego (Former DPC rep) for this summary