



APL Parent Delegate Charter

You have applied to become your class representative, and we thank you.

Before confirming your application, we invite you to review the role and commitment of the APL parent delegate and to sign it.

The APL delegate network is an essential link in the relationship between families, APL, and the high school.

As an official representative of the APL, the delegate must adhere to the association and pay the annual membership fee.

Each class has one or two parent delegates, and sometimes a third substitute parent.

Unless there is a lack of other eligible candidates, a delegate can represent only one class during the same school year and cannot be in the same class where their child is a class representative.

The APL delegate has the same responsibilities and access to information, whether they are a substitute or the main delegate.

Parent delegates work closely with their level coordinator within the APL Committee, elected by the parents.

In primary school, there are now two roles:

- Parent Relay: participates in class life, organizes social events among parents, assists the teacher if requested...
- Elected Parent: participates like the Parent Relay in class life and is also elected to the School Council, playing a key role in representing parents to the school management.

Role of the secondary school parent delegate:

1. Represent the class families to the Head of the Class (CPE) and the main teacher, as well as at class council meetings (note that only 2 parent delegates can participate at once, but each should be able to attend at least once a year).
2. Represent all parents of the class and ensure everyone has access to information and can express their views.



3. Complete the class lists provided by the APL. These lists will be used to communicate with parents throughout the year. You will be asked to send a copy to your coordinator.
4. Create class WhatsApp groups and always include the level coordination team. Act as mediators and ensure respect for courtesy and kindness rules in these groups. Serve as intermediaries to ease relations between parents and the LFCG management and moderate discussions if necessary.
5. Work with the APL level coordinators to relay any problems or suggestions.
6. Communicate with parents of the class, relay APL information, and any other relevant information requested by the high school (CPE, main teacher, etc.).
7. Organize a quarterly meeting with parents after the APL coordination meeting.
8. Assist the APL during activities it organizes (career forums, higher education fairs, fundraising events, bake sales, etc.).
9. All parent delegates must be fluent in French, and parent delegates in the British Section or Bilingual Section must also be fluent in English.

Commitment:

The delegate agrees to:

1. Represent all parents in the class.
2. Keep confidential what needs to be kept confidential, especially during class councils.
3. Not use the APL contact list or WhatsApp groups for personal or commercial purposes or any activity outside class life.
4. Work as a team with other parent delegates and level coordinators in accordance with APL committee directives.

5. The APL delegate should not be part of groups aimed at inciting tension or controversy against the APL or the LFCG management.
6. The delegate commits to not mixing personal, professional, political, or religious beliefs or activities with their role as an APL delegate.

Name, Surname:
Class Represented:
Date:
Signature: