



P&C Class Liaison Community: *Keeping Everyone Connected*

Each year at DPS, the P&C invites all parents in each class to join a Class Liaison Community (CLC) via a WhatsApp group. Joining a CLC is completely optional (but a really good idea if you want to stay in the loop and connected to your class). The school will ask for your permission before sharing your phone number or email with the P&C.

What is a CLC?

- A CLC is to help everyone feel connected, share relevant class info, organise social catchups and answer parent/guardian questions.
- They're meant to be informal and parent-to-parent.

What it isn't?

They are not a channel for official school messages or for questioning staff, experiences your child may have come home with, or school-based decisions. If it falls under these categories, you should be contacting the teacher or school directly.

Class Liaison Officer (CLO)

Every year, the school asks for a parent or guardian from each class to volunteer as the CLO. For composite classes, one CLO is sought for each year level.

What the CLO Do?

The CLO's main role is to help build a sense of community within the class. This will look different for every group - some classes are super social, others prefer fewer gatherings, and the level of parent involvement can vary. As a CLO, you will be added to another WhatsApp group where information will be shared from the P&C for you to then share with your class - usually it's as simple as cut & paste or forwarding on a message!

CLO Expectations

- Keep the WhatsApp class chats respectful, friendly and focused on information that is relevant to everyone.
- Stay up-to-date with the CLO chat and share any relevant information to your class
- Welcome new families to the school and help them find school-related information
- Help spread the word when the school is looking for volunteers for things like fundraising events, busy bees or event reminders
- Canteen: Ensure the week allocated to your class is covered for volunteers
- Help organise social activities like class catch ups outside of school hours
- Attend P&C meetings wherever possible (our meetings are online too)

Please note: CLOs aren't expected to do more than anyone else – just encourage others to join in! We are so lucky to have such an amazing school community, and it is only possible when everyone lends a hand.

With thanks, Dunsborough Primary P&C committee

Updated Dec 2025.