



EYPCF Membership Policy

The aim of this policy is to clarify how the East Yorkshire Parent Carer Forum (EYPCF) seeks and manages membership.

The EYPCF offers membership to:

- Parents/carers living in East Yorkshire who care for a child or young person aged 0-25, with additional needs and/or disabilities (SEND).
- Professionals who work in East Yorkshire with a SEND child or young person aged 0-25.

Member's information will be stored under the General Data Protection Regulations (GDPR).

Membership Criteria:

Parent/Carer members must:

- Care for a child or young person (aged 0-25) with additional needs and/or disabilities (with or without a diagnosis). This includes parents, stepparents, foster/adoptive parent, grandparents, siblings, and other immediate family.
- Be a resident and/or have a child or young person who attends an educational setting in East Yorkshire

Professional members must:

- Work with, teach, inform, support, or advise in a professional capacity, a parent/carers who meets the criteria for parent/carers membership. This includes (but is not limited to) SENCO's, Teachers, Support Teaching staff, Educational Physiologists, Therapists, Family Liaison Officers, Advisory Service, Social Organisations/groups, and Inclusion staff.

Parent/Carer Membership offers:

- Opportunities to take part in meetings, focus groups and consultations.
- A regular E-bulletin update on information, events, and consultations
- Support and information via email.
- Telephone helpline (limited hours)
- Informative website (also available to non-members)
- An active Facebook Group (private group for parent/carers only)
- Tea and Talk parent/carers support group.
- Workshops, seminars, and events
- Volunteering opportunities

Professional Membership offers:

- A regular update on information, events, and consultations
- Possibilities to engage with our parent/carers members.

Membership fees:

To be fully inclusive, both parent/carers and professional membership is free of charge.

East Riding Parent Carer Forum reserves the right to:

- Decline a membership application if the above criteria are not met.
- To withdraw membership for any reason. A written explanation will be provided, on request.
- Request members to update their information.
- Update policies at any time, without notice.

Applying for membership

All members must complete a membership form on-line via the EYPCF website (paper copies are available if required).

By applying to become a member, all members agree to:

- All information voluntarily submitted being stored by the EYPCF.
- EYPCF sharing your membership information anonymously with other relevant local organisations, the National Network of Parent Carer Forums (NNPCF), Contact and their contracted partners, the East Yorkshire LA and any other grant providers in accordance with our grant monitoring conditions.
- Allow the use of photographs/videos taken at events/meetings for publicity and promotional purposes.
- Ensure their contact information is kept up to date.
- The EYPCF adding their details to our mailing list to receive relevant updates and consultations by email. (You are able to unsubscribe from our mailing list by notifying the Forum in writing).
- Being contacted by phone for feedback/consultations/membership queries and returning enquiries.

Membership information: What info do we request from our members and why do we ask for it?

Name:

- Personalise member contact information and to send confirmations and updates for events.

Address:

- To confirm parent/carers members are a resident in East Yorkshire. To post relevant information, event confirmation and consultations. Geographical information for grant monitoring

Phone Number:

- Contact members if requested a call back/Respond to general enquiries. To advise of event updates, cancellations, and changes. To request/discuss event/consultation feedback.

Email:

- Contact members with relevant information, e-bulletins, news, updates, and events. To respond to enquiries. Advise of event updates, cancellations, and changes. Request/discuss event/consultation feedback.

How did you hear about us:

- Assist with publicity and promotion. To ensure the EYPCF meets diversity including 'hard to reach' groups. To acknowledge/inform other local and national groups.

Ethnicity (Optional):

- For anonymous ethnicity and diversity information feedback on our grant monitoring

Volunteer/Trustee information:

- If requested, to contact member by phone or email with further information about becoming a volunteer or trustee with the Forum.

Facebook request:

- Request an invite to join our parent/carer only secret Facebook group. Allowing the Forum to send a personal email invite.

Child/Young Person's Details:

- Ensuring parent/carer members meet the criteria for membership. Contact/update members with relevant information in accordance with a child or young person's special need/disability, age, gender, location within East Yorkshire, level of support (SEN Support or EHC Plan) and/or educational setting attended.

Further Comment Box (Optional)

- For members to provide any further information if they require.