

# Affiliate Membership

## 1 Who is eligible?

Affiliation is open to parent-led support groups based in Sheffield which support the aims of SPCF and who are:

- interested in working together with the SPCF
- willing to abide by the terms of membership.

## 2 How do Affiliate Members benefit?

By:

- being asked for their views on particular issues
- having their logo and a link to their website featured on the SPCF website
- receiving electronic copies of the SPCF newsletter, regular email bulletins and paper copies of the newsletter by agreement
- becoming better known to SPCF members who may want to contact the group/organisation
- being able to say that they are a member of SPCF
- SPCF publicising some of their events (at the discretion of SPCF)
- being invited to attend specific SPCF events (at the discretion of SPCF).

## 3 How does SPCF benefit?

By:

- hearing the views of organizations and their members
- SPCF's newsletter, website and events becoming more widely known amongst the group's members
- SPCF members hearing about other organisations/services
- being able to say that a group or organisation is a member of SPCF

#### 4 What are the terms of membership?

- a) Affiliate members are asked to agree to support the SPCF vision, mission and aims.
- b) Members must promote:
  - social inclusion of children and young people with SEND
  - a voice for our children, young people and families
- c) Members must not present themselves as spokespersons for SPCF.
- d) Membership does not give members the right to use SPCF's name or logo to promote their work or personal objectives by implying that SPCF approved or supported their projects or initiatives, except by explicit agreement. Membership does not include access to SPCF's database of members.
- e) By applying for membership, the organisation agrees to the conditions of membership. Breach of any of these conditions may lead to SPCF reviewing and possibly terminating the membership.
- f) SPCF is entitled at its discretion to accept or refuse any application for membership.
- g) Affiliate members are not entitled to vote at the AGM - only Full Members can vote.
- h) SPCF holds information about members on file and computer for professional purposes. No personal information will be disclosed without the agreement of members. SPCF is registered under the 1998 Data Protection Act.

#### 5 How can a group/organisation apply?

Groups should complete and return the Affiliate Membership Application Form. Following approval by the SPCF Management Committee, the group will receive a letter confirming the terms of their Affiliate Membership.

Membership can be cancelled by the member at any time.

# Affiliate Membership Application Form

Organisation Name: \_\_\_\_\_

<b>Contact Information</b>	Title:	
	First Name:	
	Surname:	
	Job Title / role:	
	Organisation address:	
	Postcode:	
	Tel No (landline):	
	Mobile number:	
	Email address:	
	Type of group:	
	Number of members:	
Number of SPCF newsletters requested:		
<b>Organisation/Group Information</b>  Please provide a brief description of your organisation/ group in no more than 200 words. Please note that this may be used for your profile description in public information we provide (e.g. on SPCF website).		
	We agree to the Terms of Membership.  Signed:	
	Date:	

For more information or to return the form, please contact:

By email: [enquiries@sheffieldparentcarerforum.org.uk](mailto:enquiries@sheffieldparentcarerforum.org.uk)

By phone: 0300 321 4721 (Monday-Friday, 9.30am-3pm)

By post: Sheffield Parent Carer Forum, St Mary's Community Centre, Bramall Lane,  
Sheffield S2 4QZ

**For office use only**

<b>Application received</b>	By:  Date:
<b>Application approved</b>	Management Committee:  Date:
<b>Membership renewal date</b>	Date:
<b>Notes</b>	