

# AEFE circular on schools' representative bodies

Administrative circular n° 0732 dated June 21, 2022, on the organisation and operation of representative bodies in French educational institutions abroad under the authority of the AEFE, the Agency for French Education Abroad.



# FAPEE

Fédération des associations de parents  
d'élèves des établissements  
d'enseignement français à l'étranger

## Electing parent representatives

### SCHOOL COUNCIL *Conseil d'établissement*

Lists may or may not emanate from a parents' association but must include at least 2 parents, and parents from both primary and secondary schools (when both exist in the school).

1 parent = 1 vote, whether they have children in primary or secondary school.

The number of parent representatives is determined by the number of the Administration's representatives: # Administration = # Staff (teaching + non-teaching) = # "Users" (parents + students).

The elected members will then elect or appoint their members of almost all the bodies, but also propose the parent class (*délégués*) representatives to the school headteacher.

### PRIMARY SCHOOL COUNCIL

*Conseil d'école*

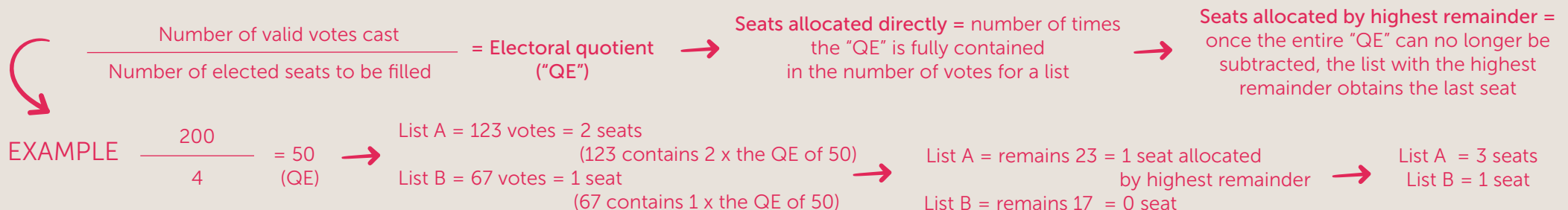
Lists may or may not emanate from a parents' association but must include at least 2 primary school parents.

1 primary school parent = 1 vote

In primary schools with less than 15 classes:  
# parent representatives = # classes (though each class does not have to be represented).

In primary schools with 15 classes or more:  
15 parent representatives, including at least one per grade level. *It is possible to reach an agreement to reduce the number of representatives in each category (ex.: 9 administration representatives / 9 staff / 9 parents).*

## ELECTION BY HIGHEST REMAINDER



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## Appointing members

### SECONDARY SCHOOL COUNCIL

*Conseil du second degré*

Parent members are elected from among them by both titular and substitute members on the general School Council.

Seat distribution: if the Administration has 3 or 4 seats, parents have 2 seats / if the Administration has 5 seats, parents have 3 seats.

Meets at least twice a year

### DISCIPLINARY COUNCIL

Each year, parent members are elected from among them by both titular and substitute members on the general School Council.

Lower Secondary School (Collège)	Upper Secondary School (Lycée)
3 parent representatives	2 parent representatives

### STUDENT COUNCIL - LYCEE ("CVL")

Two parent representatives are elected from among them by parent representatives on the Secondary School Council, where one exists, or failing that, on the general School Council.

Please note that parent representatives have a consultative role on the CVL.

### HEALTH, CITIZENSHIP AND ENVIRONMENTAL EDUCATION COMMITTEE ("CESCE")

Parent members (*undefined number*) are appointed by the school headteacher on the recommendation of the members of the general School Council.

Meets at least once a year, at the initiative of the school headteacher and/or at the request of the majority of the general School Council members.

### SCHOOL COMMUNITY HEALTH AND SAFETY COMMITTEE ("CHSCS")

1 or 2 parent members are appointed by parent representatives on the general School Council

Meets at least twice a year

### EDUCATIONAL COMMITTEE

The school headteacher appoints at least one parent representative.

### STUDENT COUNCIL - COLLEGE ("CVC")

The general School Council decides on the number and quality of its members, how they are appointed and how it operates.

At least one parent representative

### OTHER COMMITTEES AND WORKING GROUPS

Your school may have many other committees or thematic working groups, for example on school catering, social assistance, inclusion...

These bodies are not governed by the AEFE circular, so it's up to you to negotiate a representative and balanced approach for the appointment of members. If an association has a majority and can therefore occupy almost all the positions on official representative bodies in the school, it may leave some room for other associations or lists on these commissions or working groups.

### CONSULAR SCHOLARSHIP COUNCIL

Representatives of parent **associations** (= those with elected representatives on general School Councils)

ELECTED PARENT MEMBERS ON THE SCHOOL COUNCIL

PARENTS NOT NECESSARILY ELECTED ON THE SCHOOL COUNCIL