



## **PARENT CODE OF CONDUCT POLICY**

### **RATIONALE:**

A Parent Code of Conduct helps to maintain an environment of respect throughout the school. All members of the school community have a right to an environment free from harassment and to converse comfortably in a positive and co-operative manner. *This is in line with our 5 core School Values: Respect, Care, Honesty, Inclusiveness and Commitment.*

### **IMPLEMENTATION:**

#### **As a Parent and Guardian we ask that you:**

- Support your child/ren in all educational endeavours by giving praise and showing interest in school activities.
- Help your child/ren to understand that giving your best effort is important
- Demonstrate that both parents and teachers work together for the benefit of the child/ren.
- Listen to your child/ren, but remember that a different 'reality' may possibly exist elsewhere.
- Understand the importance of a healthy parent/teacher/child triangle and communicate any concerns to your child's teacher in a constructive manner.
- Adhere to the school's policies, as outlined on the school website.
- Work in co-operation with the school to address any unacceptable behaviour shown by your child/ren.
- Support the school in its efforts to maintain a positive teaching and learning environment.
- Maintain a positive and co-operative attitude.
- Inform the school of any issues that impact on your child's wellbeing.

#### **Parent/Guardian Rights:**

- To be treated with respect and courtesy by other parents
- To be treated in a polite manner
- To be respected by staff and students
- To have a timely response to concerns raised
- To be treated with professionalism from all staff members
- To be listened to and clearly communicated with, in regard to their child's education.

#### **Parent/Guardian Responsibilities**

- Use respectful language towards all staff and other members of the school community
- Remain calm and polite when communicating with staff and other members of the school community
- Under no circumstances approach another child whilst in the care of the school to discuss or chastise them because of actions towards their own child/ren
- Be aware that events have many sides, be prepared to listen to them and seek to verify facts before stating a concern
- Be mindful of what you say in order to respect the reputation of teachers
- Respect teachers' preparation time before or after school to make an appointment at a mutually convenient time if you wish to speak to a teacher
- Do not discuss any grievances in front of your child/ren regarding the school

- On excursions, helping in class or on camps, parents must follow the instructions and wishes of the teacher

**Concerns:**

If a parent/guardian has a complaint, criticism or concern, it is expected the following steps be followed in the first instance:

1. Speak to the person involved first and try to resolve the concern with mutual respect and clear communication
2. If for some reason this is not possible, then make an appointment to see the Principal.
3. The Principal will arrange a meeting between the two parties involved in an attempt to mediate and find resolution.

It is important to note that criticism regarding a staff member will only be heard if it is related to their professional conduct.

**Consequences of a Breach of Parent Code of Conduct:**

Any parent, member of school staff or student may notify the Principal of a possible breach of the Parent Code of Conduct. The Principal will investigate the complaint and if satisfied that a breach has occurred:

- a) Provide a first and final warning that a breach of the Code of Conduct has occurred and that a further breach will not be tolerated;
- b) Determine whether a breach may be rectified by the parent making a private or public apology, depending on the circumstances, to an individual or group of individuals;
- c) Where the breach concerned unacceptable behavior on a visit to school, issue a trespass warning to the parent, which, if the behavior continues, may accelerate to a trespass notice requiring the parent to stay away from the school unless on the school grounds with the express permission of the Principal.

Correspondence that is in breach of this Code of Conduct, because of the language and expression used or the manner in which it is sent or delivered, will not be responded to.

Correspondence which is defined as 'vexatious' according to the Complaints Policy will not be responded to.

Nothing in this policy precludes any person from exercising their individual legal rights in respect of obtaining restraining and intervention orders, reporting assault, bringing action for defamation, exercising rights under vilification or discrimination laws or in any other way.

**Evaluation:**

This policy will be reviewed annually in consultation with all staff members and school council members, or at times that the principal forms an opinion that the school situation warrants a review.