

Secret Harbour Primary School

Parents and Carers' Code of Conduct



This Code of Conduct acknowledges that parents and school staff are strongly motivated to do their very best for every child. We all have the right to differing opinions and views, as well as a right to raise concerns, as long as we do this respectfully and as a community working together.

It is expected that all parents, carers and other adult members of the school community uphold this Code of Conduct and encourage their children in maintaining and supporting the values it encapsulates.

Responsibilities

PARENTS AND CARERS WILL:

- treat all members of the school community with respect and courtesy;
- ensure that their child attends school, and is appropriately dressed and prepared for school on a daily basis;
- maintain contact with the school and keep informed by regularly monitoring school communications.
- keep all records up to date.
- promptly report to the school their child's absence or late arrival;
- show an active but non-invasive interest in their child's school work and progress;
- work with the teaching staff, using appropriate communication channels, to deal promptly with areas of concern;
- work with the school in dealing with disciplinary issues involving their child;
- follow the road/parking rules and travel safely and patiently when delivering/collecting my child from school.
- observe confidentiality in respect of all information gained through participation in school activities - all information held by schools should be handled with care and individuals should not discuss nor disclose personal information about other students, staff or students' parents/guardians; and
- not behave in ways that a reasonable person would consider to be offensive, intimidating, humiliating, aggressive, threatening or abusive.

STUDENTS WILL:

- model positive behaviour to other students;
- follow school rules and procedures;
- behave in a safe and responsible manner;
- respect ourselves and other members of the school community;
- make the most of our educational opportunities and
- not disrupt the learning of others.

We will respect our school environment by:

- keeping the school tidy by placing rubbish in bins;
- treating school resources, equipment and property with care at all times and
- respecting school grounds and gardens – not running through or damaging garden beds and plants.

CONSEQUENCES FOR FAILING TO UPHOLD THIS CODE OF CONDUCT

WHAT IS CONSIDERED TO BE UNREASONABLE CONDUCT?

Behaviours that are considered inappropriate on, and adjacent to school grounds, or in relation to school business, and that DO NOT uphold the values of this Code of Conduct include the following.

When a person:

- inappropriately uses social media as a forum to raise concerns or make complaints regarding school (eg Facebook);
- discusses or makes (negative) posts about students or staff;
- is rude, aggressive or harasses others;
- is manipulative or threatening;
- speaks aggressively to a member of staff, either in person or over the telephone;
- sends rude, confronting or threatening letters, emails or text messages;
- addresses or attempts to discipline a child other than their own;
- is physically intimidating (eg standing very close, standing over, finger pointing etc) and/or
- makes sexist, racist or derogatory comments in conversation.

CONSEQUENCES WHERE CONDUCT IS DEEMED UNREASONABLE

The Principal is responsible for determining what constitutes reasonable or unreasonable behaviour. Unreasonable behaviour and/or failure to uphold the values of this Code of Conduct can lead to further investigation and the implementation of appropriate consequences.

This may include one or more of the following:

- mediation and counselling;
- the application of alternative communication strategies;
- verbal notice preventing entry onto school premises;
- issuance of a formal notice preventing entry into school premises (**Prohibition Order Section 199 of the School Education Act 1999 and Regulation 78 of the School Education Regulations 2000**);
- an intervention order being sought and/or
- informing the police which may result in a charge of trespass or assault.

All members of the school community will be treated with fairness and respect and this contributes to the development of a school environment that is safe and orderly, where everyone is empowered to express their views using appropriate channels and to engage with the school community and support learning.

Secret Harbour Primary School Leads the Way