
CODE OF CONDUCT - PARENT(S) OR GUARDIAN(S)

Aims

This Code has been developed so that parent(s) or guardian(s) are aware of and meet the School's expectations with regard to their interaction with the School, its teachers, other parent(s) or guardian(s) and students. Adherence to this Code is important to promote positive and productive relationships within the School community.

The School is responsible for establishing and administering the policies and procedures in order to ensure the school operates efficiently, ethically and within a framework which supports our vision for learning.

Discipline

The School expects students to comply with its set of behavior guidelines and avoid behaviour which is harmful to others or is contrary to the ethos and philosophy of the School.

Parent(s) or guardian(s) are encouraged to support the School's Student Behaviour Management Policy and Procedures.

It is within the School's jurisdiction to administer appropriate behavior management responses in line with Student Behaviour Management Policy and Procedures. In the case of minor incidences, the School will undertake appropriate responses. At all times parent(s) or guardian(s) will be informed about student behavior issues. In the case of more serious disciplinary matters potentially resulting in suspension or expulsion, parent(s) or guardian(s) will be consulted, however the final decision will rest with the School.

Parent(s) or guardian(s) are encouraged to be aware of their child's online behaviour and to ensure their child accesses online material responsibly and abide by laws regulating the use of social media, including any age restrictions that may apply.

Interaction with Staff

The School conducts meetings each semester between staff and parent(s) or guardian(s) to review student academic and personal development. Parent(s) or guardian(s) may also engage in parent/teacher meetings at any time during the year to address particular issues.

Under these circumstances, the appropriate procedure to arrange a meeting with a staff member is as follows:

- Parent(s) or guardian(s) should make an appointment with the teacher at a time mutually convenient either via email communication, through the school office, or when the teachers make themselves available for conversation in the school grounds before or after school hours.

Parents also can make an appointment to see the Principal about any particular concerns they may have relating to their son or daughter.

The staff at Byron Community Primary School (BCPS) believe that parent(s) or guardian(s) involvement is crucial in helping their child achieve the best possible learning outcomes at school and therefore make themselves as available as possible to parents before and after school.

Volunteering

The School requires all families to contribute six hours of volunteer time per term or pay the equivalent monetary value. Family members wishing to volunteer to work alongside the students in any activity are required to attend a volunteer workshop with the Principal and sign a declaration. When volunteering family members are expected to cooperate under the direction of the class teachers and/or Principal when undertaking tasks at the school and to treat others with respect and understanding. They are to model behaviour that promotes safety and cooperation and to be aware of and abide by the policies of the School.

Grievance Procedure

Respect for staff and their position of influence is always expected. The appropriate grievance procedure is to seek a private meeting with the teacher/staff member concerned to discuss the issue. The Principal may be engaged as parties see fit within a confidential forum.

The School has a duty of care towards all staff. Aggressive or abusive behaviour will not be tolerated.

Interactions Generally

Communications, whether verbal or in writing, with other members of the school community whether teachers, administration staff, other parent(s) or guardian(s), or students should:

- show respect, courtesy and consideration;
- not harass or bully another person;
- not use intemperate language; and
- not be confrontational.

The use of social media to criticise or denigrate others in the school community is considered a breach of the Code of Conduct.

The giving of gifts (including money) is seen as an act of gratitude and parent(s) or guardian(s) and staff are asked to exercise sound judgment on whether a gift is appropriate. If parent(s) or guardian(s) are gifting the school as a whole or a group of staff these gifts should be forwarded to the Principal. Gifts for individual staff may be presented directly to the staff members.

Sport

Parent(s) or guardian(s) are welcome to attend sporting events but should exercise restraint when supporting school teams. They should not abuse, threaten or otherwise seek to intimidate an umpire or referee or directly abuse a player or any School representatives.

The Personal Development, Health and Physical Education coordinator at the School has the responsibility to select teams or participants for interschool sporting activities. It is not appropriate for parent(s) or guardian(s) to seek to override the decision.

Separated Parents

The School is aware that some students have parents that are separated or divorced. In these cases, parents should not attempt to involve the School in any parental dispute that may arise. The School is not able to make judgments on the merits of claims made by one parent against another and should not be asked to do so. Nor should it be asked to take any action which is designed to disadvantage one party. The School will of course, observe any orders made by a Court in relation to a student or communications with parents.

Failure to Observe this Code

Failure by a parent(s) or guardian(s) to observe this Code after being warned about a breach, the School may:

- limit access to a teacher or teachers;
- limit access to the school premises or sporting or other school events; or
- terminate the enrolment of the student.

This Code of Conduct seeks to support our Community School ethos of inclusiveness and respect. The Code ensures parent(s) or guardian(s), teachers and staff are clearly advised of expectations and given the opportunity to engage in open and constructive communication in relation to behaviour.

Evaluation

This policy will be reviewed annually.

Policy drafted	March 2005
Ratified by the Board of Directors	May 2005
Reviewed by teaching staff (no changes)	April 2008
Ratified by the Board of Directors	March 2010
Ratified by the Board of Directors	May 2014
Ratified by the Board of Directors	February 2017
Ratified by the Board of Directors	February 2020