



Parent code of conduct

Introduction

At Bunyip Primary School we believe in promoting a positive school culture, based on positive behaviours and values, that seek to increase student wellbeing and learning. We understand that student wellbeing is everyone's responsibility and that social and emotional wellbeing underpin effective student learning and positive behaviour.

We believe that parents are valuable contributors to our community and we aim to work in partnership with parents in the care and growth of each student. We have a zero tolerance policy regarding violence of any kind.

This policy applies to all adults including, but not limited to, parents, older siblings, carers, guardians, step-parents, grandparents, extended family members or any person dropping off or collecting students from the school grounds. In the policy the word 'parent' applies to all caregivers listed above.

Parents are required to adhere to the parent code of conduct, observe the child safe policy and adhere to the expectations for appropriate behaviour towards and in the company of children.

Purpose

This parent code of conduct is intended to provide school community members with protocols for appropriate conduct and the development of positive relationships within the school community.

This parent code of conduct outlines the way in which the school requires parents to conduct themselves when visiting the school, participating in school activities and communicating with members of our community (including students, staff and other parents) and includes consequences for breach.

Positive partnerships

Parents are encouraged to actively participate in supporting their child's learning by building a positive relationship with the school. We encourage positive parent involvement through shared responsibility for your child's learning progress and development. Parent participation is welcomed in school, classroom programs and activities such as School Council, Parents and Friends' Association, working bees, classroom assistance and attendance at school events. Parent involvement, interest and commitment to your child's education is crucial to their development.

Parent code of conduct

All members of the school community will:

- Conduct themselves in a respectful and courteous manner and in compliance with the law;
- Use courteous and acceptable written and spoken language in all communications. No profane, insulting, harassing, aggressive or otherwise offensive language will be used;

- Act in the best interests and welfare of students, their families and staff members. They will not engage in malicious or judgmental gossip, and will ensure that anything they say about others is fair and truthful;
- Respect the rights, religious beliefs and practices of individuals and their families. Respect points of view that are different from our own and must refrain from actions and behaviour that constitutes harassment, discrimination or vilification;

When visiting the school parents will:

- Respect and comply with reasonable requests and directions from the principal and other members of staff;
- Support staff in maintaining a safe, secure and respectful learning environment for all students, including:
 - raise any behavioural, bullying or peer group issues with a member of the teaching staff and handover the responsibility to deal with these issues to that teacher
 - **maintain absolute confidentiality of any information they obtain at school** (information obtained at school can be discussed with classroom teachers or the principal, but should not be shared with other parents under any circumstance)
 - not disciplining a child who is not theirs. In all instances behaviour of school children that is of concern to a parent must be raised with either classroom teachers or the principal
- Work in partnership with the school to enhance the learning outcomes, wellbeing and conduct of their child, including:
 - raise any concerns about their child's learning, conduct or wellbeing privately with the class teacher or principal – preferably by appointment;
- Respect that the priority of school staff is the welfare and education of all children in the school, therefore:
 - refrain from interrupting or distracting a teacher while classroom activities or learning activities are underway;
 - be aware that the time available for staff to meet with parents is limited and must be scheduled at a time that does not disrupt the classroom. Parents should be mindful of the teacher's time, communicate the reason for the meeting and allow the teacher time to prepare, unless there is a genuine emergency that needs to be discussed
 - appreciate that school staff are unlikely to respond to emails or telephone calls immediately. The school accepts that responses within 2 working days is acceptable.

Issue resolution

All of our students have the right to feel safe and comfortable at school. There may be times when you feel that the action of another child has infringed the rights of your own child.

- All school issues are to be handled by the staff of the school. We attempt to resolve these issues through:
 - calm discussions between the parties directly involved whilst respecting the dignity and privacy of each and every person
 - being prepared to actively listen to another's point of view
 - allowing correct procedures be followed to allow all parties to be heard
- Parents should not directly approach other students or make contact with their families.

- Under no circumstances is a parent to approach another child to discuss or chastise them because of their actions towards their own child.
- Approach situations in a spirit of co-operation, understanding and genuine partnership.

Breaches of the parent code of conduct

In cases where a parent does not act in accordance with this parent code of conduct in person in or outside of the school grounds, during a phone call or via email, the staff member may take one of the following actions:

- request that the parent cease their inappropriate communication in order to allow the communication to proceed;
- inform the parent that unless the inappropriate communication ceases, the staff member may put an end to the phone call, meeting or discussion;
- request another staff member be present for the remainder of the meeting, if deemed necessary to proceed with such; and/or
- lodge a complaint against the offending parent in accordance with the School's Complaints Policy.

With these guidelines in place it is hoped that parents can appropriately direct their concerns and contribute to a harmonious school community that reflects the school's values.

The consequences for breaches of this parent code of conduct will be determined by the Principal and may include the following:

- the school may ban a parent from entry to school grounds or from attending school-related co-curricular activities or other events.
- the school may direct that a parent may only communicate with members of staff through a nominated school representative.
- the school, where appropriate, may involve other authorities.
- the school may take such other steps as it deems appropriate according to the nature of the breach.

Other relevant policies

- Student engagement and wellbeing policy
- Social media policy
- Working with children check policy
- Child safe policy
- Complaints Policy
- [Victorian Government Parent Complaints Policy](#)

Evaluation

This parent code of conduct will be reviewed October 2020

This policy was ratified by School Council in October 2019