St Francis de Sales Catholic Primary School
Bloom where you are planted

Parent Code of Conduct Policy

Authority	Authorisation: Mr John Rudd, Principal, Father Thien Vo Parish Administrator and Members of the School Advisory Board
	Date of ratification: 2018
	Date of next review: Annually.
	Policies are reviewed regularly and may be subject to change at the school's discretion.

When does this policy apply?	Parents are required to adhere to the school code of conduct, observe the child safe policy and principles, and adhere to the expectations for appropriate behaviour towards and in the company of children.

Who does this policy apply to?	St Francis de Sales Primary School Parent Code of Conduct Policy outlines appropriate standards of behaviour for all adults towards students.
	The Code serves to protect students, reduce any opportunities for abuse or harm to occur, and promote child safety in the school environment. It provides guidance on how to best support students and how to avoid or better manage difficult situations.

Term 'Parent'	For the purpose of this policy the term 'parent' refers to: parents, caregivers, visitors to the school, persons contracted by the school, pre-service teachers and work experience students.

Parent Code of Conduct Policy

St Francis de Sales Catholic Primary School Commitment Statement to Child Safety
A safe and nurturing culture for all children and young people at our Catholic school

St Francis de Sales Primary School Parent Code of Conduct Policy outlines appropriate standards of behaviour for all adults towards students. For the purpose of this policy the term parent refers to: parents, caregivers, visitors to the school, persons contracted by the school, pre-service teachers and work experience students.

The Code serves to protect students, reduce any opportunities for abuse or harm to occur, and promote child safety in the school environment. It provides guidance on how to best support students and how to avoid or better manage difficult situations.

Where a parent breaches the Code, St Francis de Sales Primary School may take disciplinary action, including in the case of serious breaches, termination of student enrolment at the school.

The school revises the Code annually.

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

1   All members of the School Community

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

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Value	Value our diverse community and respect the rights of individuals and their families.

Respect	Respect points of view that are different from our own and must refrain from actions and behaviour that constitutes harassment, discrimination or vilification.

2   Parents obligations when visiting the School

Your obligations	Respect and comply with reasonable requests and directions from the principal and other members of staff.

Your obligations with Supporting 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).

- Refrain from either speaking to or 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.

- Raise any concerns about their child's learning, conduct or wellbeing privately with the class teacher, wellbeing officer or principal – preferably by appointment.

3   Welfare and education of all children in the school

Respect that the priority of school staff is the welfare and education of all children in the school. You will:

Refrain	Refrain from interrupting or distracting a teacher while classroom activities or learning activities are underway.

Be Aware	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	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 and responses will not be made outside of working hours or during school holidays, with the exception of an emergency.

4   Acceptance to abide by the Parent Code of Conduct

As Parents | Guardians, I/we will support the vision of the School and Parish. We agree to abide by the Parent Code of Conduct Policy.

Policies are reviewed regularly and may be subject to change at the school's discretion.

I/we understand that the consequence of not complying with the school's Parent Code of Conduct Policy may result in the termination of enrolment at the school.

Mother | Guardian name: Signed:

_____   Date:
Please print Full Name

Father | Guardian name: Signed:

_____   Date:
Please print Full Name