**Parent Code of Conduct**

**Rationale:**

A parent code of conduct helps to maintain an environment of respect throughout the school. All members of the school community have the right to an environment free from harassment and to interact comfortably in a positive and co-operative manner.

**Implementation**

As a parent and / or guardian we ask that you:

* Support your children in all educational endeavours by giving praise and showing interest in school activities.
* Help your children to understand that trying your hardest is important.
* Demonstrate that parents and teachers work together for the benefit of the children.
* Listen to your child, but remember that there are two sides to every story – a different ‘reality’ may 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.
* 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.
* 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 children 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.

**Evaluation:**

This policy was originally formed, and will be reviewed in consultation with all staff members as part of the school’s three-year review cycle, or at times that the principal forms an opinion that the school situation warrants a review.

Last reviewed: October 2018