

Parent/Guardian Code of Conduct

Audience: School Community

Rationale

Founded by local families and built on the ethos of the Anglican Church, St Paul's Anglican Grammar School is a community that values learning in all its forms. Our mission is to provide opportunities for young people to grow, thrive, fulfil their potential and contribute to the world around them.

Our School values of integrity, wisdom, compassion and respect are the basis upon which we seek to conduct ourselves, as a community, in all of our undertakings. This requires our parent/guardian community to assist the School in modelling respectful interactions with all staff and students. Differences of opinion are never considered a justification for disrespectful behaviour or behaviour lacking in integrity or compassion. **The School has a duty to ensure a safe working environment for its staff and students.**

The School expects the full co-operation of its parent/guardian community in regard to supporting the School's values and ethos. St Paul's is an Anglican School and, as such, respect for the Christian faith and student participation in Christian Studies classes, Chapel or Church Services will be required.

Neither students nor parents/guardians are expected to have an Anglican or Christian faith, but to respect the fact that the School ethos is such. Equally, the School respects the diversity of faiths and beliefs of our entire School community.

This policy should be read in conjunction with the School's Internet Use and Social Media Policy, which encompasses the expectations of all members of the School community in regard to responsible digital citizenship, as well as the Parent Communication Policy, the Privacy Policy, the Volunteer Policy and the School's Complaints Handling Policy.

Scope

This Code of Conduct applies to all adults including parents, guardians, step-parents, grandparents, extended family, carers and others while involved in activities or communications related to St Paul's Anglican Grammar School. For convenience, the term 'parents/guardians' is used throughout the document.

Values

Respect and Compassion for others

Parents/guardians of the St Paul's community show respect and compassion for others by

- Speaking respectfully of the School and its staff
- Speaking respectfully to School staff, other parents/guardians and children
- Welcoming new families into the School
- Showing respect for School staff by:
 - Using appropriate channels when communicating with the School

- Encouraging children to use problem solving channels at the School (ie. Peer mediation, Chaplaincy, speaking to staff) rather than always intervening to solve them on their behalf
- Scheduling an appropriate time to meet with staff to raise concerns or ask questions and not disrupt the classroom or the teacher's ability to ensure their duty of care to their students, or attend to other duties
- Accepting that others may have different views, opinions and values
- Accepting and abiding by the decisions made by staff as being professional, discrete and based on the best interests of all parties
- Understanding that the school's discipline of children is a matter of privacy between the School, the respective child and their parents/guardians and that information in regard to this process (including consequences) cannot be shared with other families without the consent of the family concerned.
- Sending emails to School staff that are, at all times, respectful
- Showing tolerance and understanding towards others
- Never behaving rudely or aggressively to School staff or any other member of the School community; this includes making verbal or physical threats
- Setting appropriate examples in matters of language and behaviour when at the School or School events
- Not interrupting or distracting a teacher while classroom instruction or learning activities are underway
- Not contacting children in class on their mobile phones and instead using the appropriate school communication channels
- Not making teacher allocation requests that are not invited by the school
- Setting an example of respectful behaviour in all social media interactions, such as by not defaming or bullying others, or using criticism to portray another person as inferior (see Internet Use and Social Media Policy for further guidelines)
- Setting an example to their children and the children around them.

Integrity

Parents/guardians of the St Paul's community show integrity by

- Only using parent/guardian contact details, such as email addresses, with their permission
- Always protecting the privacy of other parents/guardians by placing email addresses for group emails in the BCC (blind carbon copy) line of the email
- Ensuring that they respect the rights and confidentiality of others when using social media, and not impersonate or falsely represent another person or bring the School into disrepute
- Not taking photos or videos of other people's children at School events, or posting them on social media sites without the express permission of the parents/guardians concerned
- Ensuring that they don't comment negatively on other people's children or their behaviour; for example, when visiting a classroom, acting in a parent helper role in the classroom or observing student work on MyStPauls via their own child's login.

Wisdom

Parents/guardians of the St Paul's community show wisdom by

- Accepting that they have a major role to play in the education of their children
- Valuing staff as professionals and recognising the value of a strong partnership between home and school
- Being active members of the School by attending Parent/Student/Teacher meetings and major school events
- Celebrating the educational and other successes of all students of the School
- Maintaining regular communication with the School through reading the student diary, the campus newsletter, MyStPauls and initiating conversations with staff
- Encouraging their children to accept responsibility for their own mistakes and to be learning risk-takers

- Ensuring the regular and punctual attendance of their children at school and notifying the School of student absences (due to illness, vacations or other circumstances)
- Ensuring children are not dropped off before 8.30am in the morning, unless they are attending a supervised activity and that they are picked up in a timely fashion in the afternoon and after late returning excursions (preferably no later than 15 minutes after the designated time)
- Following posted speed limits and parking signs when delivering and collecting children from school
- Ensuring their children attend school in the correct uniform and have the resources required for learning
- Ensuring their children are well nourished and well rested to maximise their learning potential
- Encouraging the community involvement of their children
- Following the School requirement that all visitors to school during school hours sign the visitor's register at the School Office, so that their presence can be recorded in case of an emergency
- Not being drug or alcohol affected while on School grounds
- Complying with all safety and emergency procedures while on school grounds and following the instructions given by any member of school staff
- Not disciplining a child who is not theirs or speaking to a child who is not theirs about their behaviour. This is the role of teaching staff
- Having the required Working with Children Check (WWCC) and Child Protection Training/Volunteer Induction when participating in School events (eg. as parent helpers in the classroom, on excursions, etc...).

What parents/guardians can expect from the School

The School does not exist to police parents'/guardians' conduct; however, the School takes seriously any issues that are brought to its attention. If parents/guardians express their concerns to the School in confidence, they can expect these concerns to be treated with courtesy and respect in order to try to resolve the matter.

As a general guide, minor issues may be addressed (in private) with your child's teacher. Cases of inappropriate conduct or misconduct ought to be directed, in the first instance, to the Head of School or Deputy Principal. Parents/guardians are asked to also reference the Parent Communication Policy and the Complaints Handling Policy, both of which can be found on MyStPauls.

In cases of serious or repeated parent/guardian misconduct the School may take steps to ban a parent/guardian from entry to school grounds or from speaking to particular staff and may, where appropriate, involve other authorities or cancel the child/children's enrolment.

With this guide in place it is hoped that parents/guardians can appropriately direct their concerns and contribute to a harmonious environment that reflects and builds on the School's core beliefs and values.

Version 3

Date Created: 1/03/2016

Created By: SYD

Date Reviewed: 22/05/2023