



# **Morley Primary School**

## **Parent Code Of Conduct**

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### **Aim**

An engaged community who share and live our school beliefs and values and who support our endeavours, is critical in helping us to build and maintain an effective school. The contribution of visiting members of the school community is an integral part of our school and is highly valued.

Appropriate conduct on school grounds by everyone is central to ensuring we achieve this goal. Our staff and students work to a Code of Conduct and this document is intended to provide similar guidelines for parents.

Specifically, this Code of Conduct is intended to:

1. provide a set of general principles to guide parents in their interaction with staff, students and other parents of Morley Primary School;
2. communicate the school's expectation as to how parents conduct themselves when on school grounds; and
3. explain how parents can direct their concerns.

This Code is not intended to comprehensively address every situation but is a general guide only.

### **School's core beliefs**

At Morley Primary School we believe that all members of the school community have the right to work and interact harmoniously while at school. Through the development of a safe, supportive and positive environment we intend to help students become self-directed, show concern for others and have self-discipline.

In order to help the 'whole person', the following qualities are promoted and nurtured:

- Care and compassion
- Freedom
- Respect
- Doing your best
- Honesty and trustworthiness
- Responsibility
- Fair go
- Integrity
- Understanding, tolerance and inclusion

## **Personal behaviour**

As parents you are our students' biggest role models. Accordingly, the school expects a high standard of personal behaviour from parents when on school grounds, including but not limited to such things as:

1. Refraining from offensive, insulting or derogatory language or conduct on school grounds. This includes wearing clothing with offensive language or insignia.
2. Dressing appropriately. Revealing clothing or beach wear should be avoided whilst going barefoot or without a shirt is not appropriate.
3. Department of Education facilities are strictly non-smoking. Please refrain from smoking within sight of the boundary of the school property.
4. Not possessing on school grounds, or attending school grounds if affected by, alcohol or any other intoxicant.

## **Interaction with staff, other parents and students**

Parents are expected to interact civilly with staff, students and other parents at all times. Abusive language, raising voice, insulting or violent behaviour to anyone on School grounds is not appropriate.

Whilst interaction between students can be unruly it is not appropriate to discipline another parents' child whilst on school grounds. Physical contact can be an assault and is a serious matter. Parents with concerns about the interaction between students on school grounds (principally at drop off and collection times) must address their concerns to their child's class teacher.

Parents with concerns regarding their child's learning are encouraged to schedule a meeting with their child's teacher so concerns can be given the attention they deserve. Collection and drop off is when staff are busiest and at these times, staff and may not be able to give your concerns their full attention.

Continuing concerns should be directed to the Principal.

## **Communication and the potential for conflict**

The school will endeavour to assist parents manage conflicts as best it can but can only do this if it is informed of such matters. In some circumstances parents are required by law to advise the school of areas of potential conflict, such as parenting and family court orders.

Whilst there is no obligation to inform the school of other situations where parents may be in dispute (e.g. separation or other Court Orders in place between parents or people at the school) any information received of this nature will be treated in strict confidence.

In any event, the school expects parents to behave lawfully on School grounds and observe the terms of any order, obligation or undertaking they may be subject to.

### **Procedures for Volunteer Helpers**

Throughout the school year, teachers need volunteers to assist in classrooms, school programs, P&C initiatives (e.g. Canteen) and sports programs and/or other school initiatives.

Parents/carers and other volunteers assisting with school activities do so on the understanding that:

- teachers are responsible for the programs operating within the classroom and/or school;
- teachers have the ultimate responsibility for students under their care for the duration of their time at school;
- they support the sensitivity and confidentiality of all students;
- they accept responsibility and supervision for pre-school age children under their care for the duration of their time at school;
- their conduct and manners should at all times be acceptable and an appropriate model for all students;
- they should sign themselves in and out in the attendance folder at the front office when participating in school activities;
- they wear a VISITOR badge as identification whilst assisting students;
- they report safety concerns, injuries or emergencies to a member of staff;
- Working With Children requirements are completed where required.

All parents/carer volunteers are not to discuss any information they obtain at school with anybody, other than classroom teachers or the Principal.

Any parent/carer or volunteer not fulfilling these requirements may be excluded from the volunteer program.

### **What parents can expect from the School**

The school does not exist to police parents' conduct. However, the school takes seriously any issues that are brought to its attention. If parents express their concerns to the school in confidence parents can expect to be treated with courtesy and respect in order to try and 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 School Principal.

The Principal may wish to speak to you and then speak to your child's class teacher. If the issue concerns other parents or students, the Principal may speak to those persons as well, unless you express a desire for the matter to remain between you and the School.

It is not possible to categorically state what will constitute a minor issue, inappropriate conduct or misconduct. Each situation must be considered as it arises. However, in cases of serious or repeated misconduct the school may take steps to ban a parent from entry to school grounds and may, where appropriate, involve other authorities.

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