

Parent Code of Conduct

Prepared by: Education Administrator
Reviewed by: Principal
Monitored by: Compliance officer
Status: Current
Related documentation: • <i>Children and Young Persons (Care and Protection) Act 1998</i> (NSW) • TAWS Child Protection Policy

Version Control

Version	Date reviewed	Changes
ORIGINAL		Initial Release
2024	27/11/2024	Change 'Education Director' and 'ED' to 'Principal'
2026	07/2026	Addition of child protection Section. Removal of Competative sport section

Introduction

This Code has been developed so that parents and those with parental responsibilities are aware of and meet the School's expectations with regard to their interaction with the School, its teachers, other parents and students. Adherence to this Code is important to promote positive and productive relationships within the School community.

Role of the School

The School is responsible for establishing and administering the policies, procedures and rules which govern the day to day operations of the school. It is important that parents recognise and respect this; adhere and have their children adhere to the School's requirements, and support these decisions.

Behaviour Management

The School expects students to comply with its rule and not engage in behaviour which is harmful to others or is contrary to the ethos and philosophy of the School. Parents are expected to support the School in relation to its Behaviour Management Policy and not do anything which undermines its authority. It must be understood that in the case of minor disciplinary matters, the School will be the arbiter of what is a fair punishment and will not engage in debate about the appropriateness of the punishment.



In relation to more disciplinary matters which may result in suspension or expulsion the School will inform parents of the matter which will be dealt with in accordance with the School's Behaviour Management Procedures. While parents will be consulted, the final decision will be the School's.

Interaction with Staff

The School conducts regular meetings between staff and parents at which the student's progress can be discussed. There may be other times when a parent or staff member requests a meeting to discuss particular issues that may arise during the course of a student's schooling.

If a parent wishes to meet with a staff member, they should make an appointment so that a mutually convenient time can be arranged. This can be done through the school office or by emailing the staff member directly.

Parents should never attempt to contact a staff member at their home, unless the staff member requests this.

Parents also can make an appointment to see the Education Manager about any particular concerns they may have relating to their son or daughter.

It is important that parents show respect for staff and not publically criticise them or seek to undermine their authority. If a parent has a particular concern about a member of staff, they can raise it with the staff member concerned or with the Principal, however when doing so, they should observe the general rules of conduct set out in this Code.

The School has a duty of care towards all staff and for this reason any aggressive or abusive behavior will not be tolerated.

Complaints

If a parent has a complaint about an issue, this should be directed to the Principal or to the teacher responsible for the particular area of activity.

If a parent wishes to make a complaint, they should not use rude or abusive language. This is not productive and can make it harder to resolve concerns.

Interactions Generally

Communications whether verbal or in writing with other members of the school community whether teachers, administration staff, other parents or students should:

- show respect, courtesy and consideration;
- not harass or bully another person;
- not use intemperate language; and
- not be confrontational.

Social media should not be used to criticise or denigrate others in the school community.

Separated Parents

The School is aware that some students have parents that are separated or divorced. In these cases, parents should not attempt to involve the School in any parental dispute that may arise. The School is not able to make judgments on the merits of claims made by one parent against another and should not be asked to do so. Nor should it be asked to take any action which would be designed to



disadvantage one party. The School will of course, observe any orders made by a Court in relation to a student or communications with parents.

Child Protection

Under the Children and Young Persons (Care and Protection) Act 1998 (NSW), all teachers and certain school staff are mandatory reporters and must report to the Department of Communities and Justice Child Protection as soon as practicable if they have reasonable grounds to suspect a child or young person is at risk of significant harm, including sexual abuse, physical abuse, neglect, exposure to domestic violence, or serious psychological harm, providing the child's name or description and reasons for their concern.

Failure to Observe this Code

If a parent fails to observe this Code after being warned about a breach, the School may:

- limit access to a teacher or teachers;
- limit access to the school premises or sporting or other school events; or terminate the enrolment of the student.