

## **Parental Code of Conduct**

### *B7 – Enrolment and attendance*

This Parental Code of Conduct has been developed to ensure that parents and those with parental responsibilities understand and support the expectations of the School in their interaction with the staff, students, other parents and the wider school community. Adherence to this Code is essential for maintaining positive, respectful and productive relationships across our School community.

## **Role of the School Generally**

The School is responsible for establishing and administering the policies, procedures and rules that govern its daily operations. Parents are expected to recognise and respect this authority, comply with School requirements, ensure their children do the same, and support decisions made by the School.

## **Discipline**

The School expects all students to comply with School rules and to conduct themselves in a manner consistent with the ethos and values of the School. Parents are expected to actively support the School's behavioural expectations and disciplinary processes, and to work collaboratively with staff in addressing concerns.

In matters of routine discipline, the School will investigate and determine both the facts of the matter and any appropriate consequences in accordance with its policies. Where behaviour is of a more serious nature, parents will be notified and steps will be taken in alignment with the relevant policies and procedures.

## **Interaction with Staff**

The School conducts regular parent-teacher meetings to discuss student progress. Additional meetings may be arranged if issues arise during a student's time at the School.

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.

Parents should not attempt to contact a staff member at their home or outside normal working hours, unless the staff member requests this.

The School values respectful partnership between parents and staff. Parents are expected to communicate in ways that support staff in carrying out their professional responsibilities and to avoid actions that erode trust or authority. If a parent has a particular concern about a member of staff, they should raise it initially with the staff member concerned and with the Head of School or Principal, if necessary. However, when doing so they should observe the general rules of conduct set out in this Code.

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

## Complaints

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

When raising a concern, parents are expected to communicate respectfully and courteously. Rude, abusive, or aggressive language is not acceptable and may hinder the effective resolution of the matter.

## Interactions Generally

Communications, whether verbal or written, with any member of the School community — including staff, parents, and students — must:

- be respectful, courteous, and considerate;
- not involve harassment, bullying, intimidation, or discrimination;
- not include abusive, offensive, or threatening language; and
- be conducted in a manner that supports constructive and timely resolution of concerns.

Social media or other public platforms must not be used to criticise, disparage, or otherwise undermine the School or any member of the School community.

## Sport

The School values positive and encouraging support at sporting events. Parents are expected to model sportsmanship and respect for officials, players, coaches, and all participants. Behaviour that is abusive, threatening, or intimidating is inconsistent with the School's values and will not be accepted.

Coaches exercise professional judgement in selecting teams. Parents are asked to respect these decisions and to support their child in developing resilience and teamwork.

## Separated Parents

In cases of separation or divorce, the School's primary concern is the wellbeing and education of the student. The School will not become involved in parental conflict or take sides in disputes.

The School will comply with any current court orders or legally binding arrangements of which it has been formally notified. It is the responsibility of parents to provide the School with accurate and up-to-date documentation.

## Failure to Observe this Code

Where a parent does not observe this Code, the School will consider the circumstances and may issue a warning or provide an opportunity to rectify the conduct. If the behaviour continues or is sufficiently serious, the School may impose reasonable conditions or restrictions, including:

- limiting access to staff;
- restricting access to School premises or events; or
- terminating enrolment in accordance with the School's policies and contractual arrangements.