



PARENT CODE OF CONDUCT

The objective of this policy is the promotion of child safety in the school environment.

Preamble:

At Lilydale Primary School we aim to provide an open, welcoming, inclusive and safe environment for all. We believe that parents are valuable contributors and participants in the life of our School

This Parent Code of Conduct outlines the way in which our community requires all parents and family members to conduct themselves when visiting our school, participating in school activities and communicating with members of our school community (including students, school staff, other parents and visitors to our school).

Throughout this policy items regarding “parents” includes all visitors to the school or persons attending a school event, who are not employed by the school and are not students enrolled at LPS.

Other Legislation That May Be Relevant to Parent Conduct

Working with Children Act
privacy Act

General principles that always apply

Communication: Parents will use courteous written and spoken language in all communications with students, staff, other parents and members of the school community. Profane, insulting, harassing, aggressive or otherwise offensive language is not acceptable.

Ethical Conduct: At all times, but especially when using Social Media that parents will act in the best interests of students, their families and staff members. Please do not engage in malicious or judgmental gossip and ensure that anything said about others is fair and truthful. **Parents must not post images of other people’s children on any social media without parent permission to do so.**

Respect: We value our diverse community and respect the rights, culture, religious beliefs and practices of individuals and their families.

Visitors

All visitors to the school are required to sign a visitors’ register located at the school office so that their presence in the school is recorded in the event of an emergency.

- Parents need to comply with all safety and emergency procedures in place at our School and follow the instructions given by any member of school staff.

- Unacceptable behaviours include:
- Use of offensive language or swearing
- Actual physical, or threatened physical assault, to or in front of students, staff or school community
- When attending any kind of school assembly or public meeting parents need to listen respectfully, in the same manner as required of students and staff.
- Parents should avoid interrupting a class during classroom time
- Parents visiting the school with children, who are not enrolled at LPS, are responsible for the supervision and behaviour of the children and they should ensure that they do not interrupt classes.
- Under no circumstances are parents to approach another student or parent regarding any incident or issue. A parent may not discipline a child who is not theirs, or speak to a child who is not theirs, about their behaviour. This is the role of teaching staff. Being approached by an adult can be very distressing for children. Parents should therefore raise any behavioural, bullying or peer group issues with a member of the teaching staff. It is the school's responsibility to deal with these issues.
- Smoking is not permitted within the school grounds or within 4 metres of a school entrance.
- We ask that dogs, other than care dogs, are not brought into the school grounds even if they are on a lead.

Communication with school staff

- (a) All school staff are entitled to a safe and happy work environment. This is in the best interests of our children as well as staff. Parents should ensure that their interactions with staff do not create unnecessary stress and anxiety.
- (b) Be mindful that teachers cannot respond to emails/phone calls instantaneously and that appointments need to be made to discuss issues with teachers. Urgent matters can be discussed with member of the Principal team.
- (c) We encourage parents to raise issues and concerns related to the education of their child or school matters. Please speak to the relevant teacher first if they are available.
- (d) Issues concerning the whole school, urgent issues or unresolved issues, after speaking with teacher, should be taken to the Principal team.

Communicating with school council:

- (a) School Council members welcome feedback from parents. When parents communicate with school council members they should establish that it is a convenient time
- (b) Correspondence to school council may be forwarded to the school's email address or sent to the Office. A reply will be made after the next School Council Meeting.

Consequences of a Breach of Parent Code of Conduct:

Any parent, staff member or student may notify the Principal team of a possible breach of the Parent Code of Conduct. The Principal team will investigate and if satisfied that a breach has occurred:

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- Will provide a first and final warning that a breach of the Code of Conduct has occurred and that a further breach will not be tolerated;
- This may accelerate to a trespass notice requiring the parent to stay away from the school, unless on they are on school grounds with the express permission of the Principal or Assistant Principal.

Review: This Policy will be reviewed annually and given to parents upon enrolment.