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Parent Code of Conduct

Introduction

Fernbrook School is committed to ensuring a respectful learning environment that is safe, welcoming, positive, and supportive for all students, employees, volunteers, and visitors.

The intention of this Code of Conduct is to provide clear guidelines to all parents and visitors to the school, of the conduct expected of them whilst:

- on school premises
- engaging in school-related activities
- representing the school and
- using social media

to ensure interactions enhance the educational and social development of our students.

Definition

For the purpose of this policy, the term 'parent' includes guardians, carers and every person who has parental responsibility for the child, including parental responsibility under the Family Law Act 1975, and any person with whom a child normally or regularly resides.

Parents and visitors agree to:

- conduct themselves in a respectful and courteous manner and in compliance with the law
- use courteous, respectful, and acceptable language in all communications
- refrain from engaging in malicious or judgemental gossip (either in person or online) and ensure that anything they say about others is fair, truthful, and necessary.
- refrain from actions and behaviour that constitutes bullying, harassment, discrimination, or vilification.
- value our diverse community and respect the rights, beliefs and practices of individuals and their families, respecting points of view that are different from our own
- refrain from offensive, insulting, or derogatory language or conduct including the wearing of clothing with offensive words or insignias
- not be intoxicated by alcohol or under the influence of illicit drugs or other substances.
- never possess illicit drugs on school grounds.
- not attend school events if affected by alcohol or other intoxicants.
- show proper care and regard for school property, the property of others and occupational health and safety concerns.

- be a role model for appropriate behaviour.
- act in the best interests and welfare of students, their family, and staff members.
- not engage in any illegal activity.

When interacting with students of the school, parents and visitors agree to:

- ensure relationships with students are strictly in accordance with appropriate roles and that favouritism, special treatments, and deliberate exclusion are avoided.
- ensure physical contact with students is appropriate given the age of the child and your relationship with them.
- refrain from disciplining a child who is not their own. In all instances, behaviour of school children that is of concern to a parent must be raised with either the classroom teachers or the principal

When interacting with staff of the school, parents agree to:

- respect and comply with reasonable requests and directions from the principal and other members of staff
- work in partnership with the school to enhance the learning outcomes, wellbeing and conduct of their child
- raise any concerns about their child's learning, conduct or wellbeing privately with the class teacher by appointment
- respect that the priority of school staff is the welfare and education of all children in the school. Therefore, parents agree to:
 - refrain from interrupting or distracting a teacher while classroom activities or learning activities are underway
 - understand that the time available for staff to meet with parents is limited and must be scheduled at a time that does not disrupt the classroom. When scheduling a time to meet with a teacher, parents will be mindful of the teacher's time by communicating the reason for the meeting to allow the teacher time to prepare; unless there is a genuine emergency that needs to be discussed more urgently
 - appreciate that school staff are unlikely to respond to emails or telephone calls immediately. The school accepts that responses within 2 working days is acceptable and responses will not be made outside of working hours ie on weekends or during school holidays, with the exception of an emergency
- not contact staff on the staff member's personal telephone numbers or via any of the staff member's personal email addresses for school related matters. The appropriate way to contact a staff member is in person, via the school's main telephone number, or via the staff member's school email address
- not send messages to staff on any of the school's Facebook pages or via Facebook messenger to request a meeting, to discuss their child or to make a complaint. Instead, they will ask the staff member in person to schedule a time to meet, send an email to the staff member's school email address or call the main office and leave a message for the staff member
- raise any behavioural, bullying or peer group issues with a member of the teaching staff and hand over the responsibility to deal with these issues to that teacher
- maintain absolute confidentiality of any information they obtain at school (information obtained at school can be discussed with classroom teachers or the principal only)

When using social media, parents agree to:

- always be respectful to employees, contractors, volunteers, other parents, and/or students.
- refer matters to the principal or a board member rather than discuss the school, its employees, or any members of the school community in a negative or defamatory way
- make reasonable efforts to ensure their children comply with the school's Digital Technology Policy
- not post photographs of students representing the school and its students if they have the potential to bring negative connotations towards the school, its employees, volunteers, and/or students
- never disclose any confidential information of parents, employees, contractors, volunteers, and/or students to third parties without the individual's express consent.
- never make contact with students (other than their own) using any form of social media without the express consent of the student's parents

Consequences for Breaches of this Code of Conduct

The consequences for breaching this Code of Conduct will be determined by the principal and may include the following:

- the school may ban a parent from entering school grounds or from attending school related activities or other events.
- the school may direct that a parent may only communicate with employees through a nominated school representative.
- in cases of extreme or prolonged breach of this code of conduct by a parent, the school may terminate the enrolment of the children of that parent, as determined by the principal and the school board.

I agree to adhere to this Code of Conduct:

Parent (1)

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|------------|--|
| Name: | |
| Signature: | |
| Date: | |

Parent (2)

| | |
|------------|--|
| Name: | |
| Signature: | |
| Date: | |