



Parents and Guardians Code of Conduct Policy

PREAMBLE

Simonds College holds the care, safety and wellbeing of its students to be at the core of all we do. The College is resolutely committed to ensuring that all staff of the College act in a manner that promotes the inherent dignity of each of our young men and their fundamental right to be respected and nurtured in a safe school environment.

PURPOSE

Simonds College is committed to ensuring a respectful learning environment that is safe, positive and supportive for all students, staff and visitors of the College. All staff, contractors and volunteers are entitled to a safe and enjoyable work environment. Every effort is made by the College to maintain a safe and supportive work and learning environment for all within our school community.

This Parent and Guardian Code of Conduct outlines the way in which the College requires parents and guardians to conduct themselves when visiting the College campus, participating in College activities and communicating with members of the school community, including students, staff, contractors, volunteers, visitors and other parents. It has been developed for parents and guardians to meet the College's expectations with regard to their interaction with other members of the school community. It also specifies the College position with regard to unacceptable behaviours that breach the College culture of respect.

SCOPE

This Code of Conduct applies to all parents, family members and/or guardians of a student enrolled at the College. The application of this Code is not limited to the College site and school hours; it extends to all activities and events that are school-related and when visiting or representing the College, within and outside official hours. The Code also requires that parents and guardians actions do not bring the College into disrepute at any time regardless of whether the action occurs within or outside of school activities.

This Code is designed to guide parents and guardians in their dealings with students, staff, contractors, volunteers, visitors and other parents.

This Code does not exclude or replace the rights and obligations of individuals under common law; Parents and Guardians Rights

STATEMENT OF POLICY

Simonds College believes that the development of successful partnerships with parents and guardians assists in the development of the students. The following parents and guardians' rights are important elements to maintaining a positive relationship with the College:

- To be treated with respect and courtesy by staff, students and other parents;
- To be listened to, and clearly communicated with by the school, in regard to your son's education and development;
- To have confidentiality over sensitive issues respected by staff, students and other parents;
- To be treated in a caring and polite manner;
- To be treated with professionalism by all staff members;
- To be treated as a partner in your son's education.

Expected Behaviour

Parents and guardians are required to:

- Support and encourage the values, activities, traditions and ethos of the College;
- Behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;
- Comply with all safety policies and procedures in place, including the Student Dossier <\\simonds.network\STMHomeFolder\Staff\cleslie\Policies\Child Safety\Final Docs\SCC Child Safety Policy>;
- Comply with relevant legal obligations under application legislation and court order;
- Act with integrity and treat all members of the Simonds College community with courtesy and respect, including other parents, staff, contractors, volunteers, visitors and students (including your own);
- Sign-in at Main Reception on entry to the Campus and only enter a classroom or attend a College related activity with permission from a staff member;
- Listen respectfully when attending any kind of College assembly, activity, presentation, class, event, or public meeting;

- Ensure the integrity of confidential, private and sensitive information of staff, contractors, volunteers, students and other parents;
- Contribute to a positive and friendly culture within the College community, communicating with staff, contractors and volunteers in a clear, friendly and open manner;
- Respect a person's professional and personal environment;
- Respect and protect College property and the property of staff, contractors, volunteers and students.

Unacceptable Conduct

A school is a place of work and as such, workers/staff should be treated with respect at all times. Simonds College has a zero tolerance for violence, aggressive and disrespectful behaviour of any kind. Parents must not:

- Act in a manner which is disrespectful or contradictory to the College's ethos;
- Engage in violent behaviour at any time;
 - Interrupt or disrupt a teacher whilst classroom instructions or learning activities are taking place;
 - Speak to staff, contractors or volunteers in a derogatory or offensive manner, inclusive of aggressive hand gestures; raise the voice or interrupt a staff member, contractor or volunteers that is speaking or trying to speak;
 - Assault, bully, harass, intimidate, undermine or threaten staff, contractors, volunteers, students, visitors or other parents;
 - Abuse, threaten or intimidate umpires, referees, coaches, players or school representatives during sporting events;
- Discipline or reprimand a student if he is not their son;
 - Take a photo or video recording of a student if that student is not their child, unless the parent of the student is present at the time and consents to the photo or video recording being taken
- Take a photo, video recording or audio recording of a staff member, contractor or volunteers without prior consent;
 - Post a comment, photo, video recording or audio recording of a staff member, student, contractor, volunteers or other parent on social media without prior consent;
 -
- Post on social media rude, defamatory, offensive, racist, sexually inappropriate, or other material that may damage the reputation of the College;
- Disclose the personal details of a student or parent or another person without consent;

- Reveal confidential information relating to the College, staff members, contractors, volunteers, students or other parents;
- Attend the College whilst intoxicated by alcohol, illicit drugs or other substances harmful to health;
- Smoke on the College grounds or where school activities are taking place;
- Deliberately exclude a student or parent or treat a student or parent differently to others.

Social Media

Parents and guardians must recognise the potential for damage to be caused, directly or indirectly, to the College and others as a result of their personal use of social media, especially in circumstances when they can be identified as a parent and/or guardian of the College. Parents and guardians must value the College community and its reputation, including when engaging in social media.

When using social media, parents and guardians must:

- Respect a person's professional and personal environment and must not harass other people online;
- Act with integrity;
- Make reasonable efforts to ensure that their children comply with the College ICT protocols
- Be respectful to staff, contractors, volunteers, other parents, and/or students;
- Never reveal confidential information relating to the College, staff members, contractors, volunteers, other parents and/or students;
- Refrain from any form of cyber bullying or cyber abuse.
- Parents and guardians must not post on social media defamatory, offensive, sexually inappropriate, or other material that may damage the reputation of the College or staff.

<\\simonds.network\STMHomeFolder\Staff\cleslie\Policies\Social Media Policy.doc>

Court Orders

Whilst the College will make reasonable attempts to comply with court orders and will observe these in relation to students and communications with parents, the College's priority is the wellbeing of the students. The College prefers not to become involved in family law proceedings and domestic disputes.

Consequences of Policy Breach

Any person may notify the Principal of a possible breach of this Code. The Principal or their representative will investigate the situation to determine whether there has been a breach of this Code and, if satisfied that a breach has occurred, the Principal or their nominee may implement disciplinary action against the respondent, such as:

- Warning;
- Direction to provide an apology;
- Limit access to teacher/s;
- Temporary or permanent ban of the parent/guardian from entering the College premises
- and/or from attending school events;
- Termination of enrolment;
- Contact police.

In accordance with applicable legislation and the College Student Dossier, the Police and/or Department of Human and Health Services will be informed of any unlawful breaches of this Code.

Related Policies and Procedures

- Student Dossier;
 - Student Wellbeing Policy;
 - Privacy Policy;
 - Occupational Health and Safety Policy;
 - ICT Policy
 - Social Media Policy
 - Enrolment Policy - [Enrolment Terms and Conditions](#)
- <\\simonds.network\STMHomeFolder\Staff\cleslie\Policies\Enrolment Policy.docx>

ACKNOWLEDGEMENT

By enrolling my son in the College, I confirm I have read, understood and agree to uphold the above Parent and Guardian Code of Conduct Policy

Document Authorization
Signature of Principal

A handwritten signature in black ink, appearing to read "Riordan". The signature is written in a cursive style with a large initial "R".

Evaluation: This policy will be reviewed every three years.
Reviewed: May 2019
Board Chair: Brett Bowker
Principal: Peter Riordan
Next Review Date: May 2022