



## PARENTAL CODE OF CONDUCT

### PURPOSE

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

### Role of the College Generally

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

### Discipline

The College expects students to comply with its rules and not engage in behaviour which is harmful to others or is contrary to the ethos and philosophy of the college. Parents are expected to support the college in relation to its discipline policy and not do anything which undermines its authority. It must be understood that in the case of minor disciplinary matters, the college will be the arbiter of what took place and what constitutes a fair punishment. It will not engage in debate about the details of the conduct or the appropriateness of the punishment.

In relation to more disciplinary matters which may result in suspension or expulsion the College will inform parents of the matter and will deal with it in accordance with the College's disciplinary policy. While parents will be consulted, the College will make the final decision.

### Interaction with Staff

The College conducts regular meetings between staff and parents at which student 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 office and take place in the meeting room where other staff members are nearby in the administration block, not in staff rooms, classrooms or the playground.

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 firstly see the Year advisor, then Executive staff or Principal about any particular concerns they may have relating to their son or daughter.

It is important that parents show respect for staff and not publicly 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 Executive staff or Principal. However, when doing so they should observe the general rules of conduct set out in this Code.

The College has a duty of care to protect all staff and for this reason any aggressive or abusive behavior will not be tolerated. Police may be informed if threats are made to staff.

### Complaints

If a parent has a complaint about an issue, this should be raised with the teacher responsible for the particular area of activity, the Executive staff or Principal.

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 the College or others in the College community.

## Sport

Parents are welcome to attend sporting events, but should exercise restraint when supporting school teams. In particular, this should not abuse, threaten or otherwise seek to intimidate an umpire or referee or be directed against a player, or any school representatives.

The Sports coaches at the College, select teams based on their view of the most appropriate selection at the relevant time. It is not appropriate for parents to complain about the failure of their child to be selected for a particular team.

## Separated Parents

Where some students have parents that are separated or divorced, parents should not attempt to involve the College in any parental dispute that may arise. The College 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 or is designed to disadvantage one party. Of course, the College will observe any orders made by a Court in relation to a student or communications with parents.

## Failure to Observe this Code

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

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

## ACCOUNTABILITIES

POSITION	ACCOUNTABILITIES
Parents	Comply with the Parental Code of Conduct
All Staff	Comply with Staff Code of Contact Refer any breach of Parental Code of Conduct to Principal
Principal	Maintain positive ethos of College Ensure any breaches are appropriately addressed with parent/carer in compliance with the policy

## AWARENESS

All staff

## DEFINITIONS

Nil

## REFERENCES

Documents that should be referred to in conjunction with this Policy are listed below:

DOCUMENT TYPE	TITLE
Legislation	Family Court orders
Code of Practice	Staff Code of Conduct
Standards	
Other Policies	CHCS Enrolment Policy, CHCS Complaints and Allegations Policy, CHCS Child Protection Policy
Guide	
Forms	

## DOCUMENT CONTROL

### 1. Ownership and Approval

ROLE	NAME	POSITION TITLE	DATE
Author	AIS	HR Department	02/05/2019
Approver	Felicity Shields	Principal	02/05/2019

### 2. Review

DOCUMENT TYPE	TITLE
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