



Osborne Primary School

Number 2655

PARENT CODE OF CONDUCT

At Osborne Primary School we aim to provide an open, welcoming, inclusive and safe environment for all that enhances the educational and social development of our students. Our values are outlined in the School Strategic Plan, which has been developed with the whole school community. The School Values of Respect, Resilience, Responsibility, Cooperation and Confidence underpin all interactions between members of the school community.

The purpose of this policy is to state the expected conduct so that we can work together to ensure a safe and positive school environment for our children. The policy highlights the importance of the partnership between school staff and community members for the benefit of the students at school and reflects the school's vision and values. For the purpose of this policy the term parent refers to: parents, caregivers, visitors to the school, persons contracted by the school, pre service teachers and work experience students.

Parents are required to adhere to this code of conduct, the Osborne Statement of Values, observe the Child Safe Policy & principles and adhere to the expectations for appropriate behaviour towards all members of the community.

This Code of Conduct covers all forms of communication including written, spoken, social media and other forms of communication.

All members of the school community will:

- Conduct themselves in a respectful and courteous manner and in compliance with the law;
- Use courteous and acceptable written and spoken language in all communications. No profane, insulting, harassing, aggressive or otherwise offensive language will be used;
- Refrain from public criticism of children and school staff. Parents are expected to refrain from discussing the business of school or children attending school in any public forum, including social media sites. Parents should not post malicious or fictitious comments on social networking sites about any member of the school community;
- Act in the best interests and welfare of students, their families and staff members. Parents will not engage in malicious or judgmental gossip, and will ensure that anything they say about others is fair and truthful;
- Value our diverse community and respect the rights, religious beliefs and practices of individuals and their families. Respect points of view that are different from our own and must refrain from actions and behaviour that constitutes harassment, discrimination or vilification;
- Demonstrate behaviours consistent with the school values of Respect, Resilience, Responsibility, Cooperation and Confidence.

When visiting the school Parents will:

- Respect and comply with reasonable requests and directions from the principal and other members of staff;
- Support staff in maintaining a safe, secure and respectful learning environment for all students, including:
 - Raising any behavioural, anti-social or peer group issues with a member of the teaching staff and handover the responsibility to deal with these issues to that teacher;
 - Maintaining absolute confidentiality of any information they obtain at school (information obtained at school can be discussed with classroom teachers or the Principal);
 - When working as a school volunteer or parent helper, act in a professional and courteous manner at all times, maintaining confidentiality;
 - Refraining from either speaking aggressively to or disciplining a child who is not theirs. In all instances behaviour of school children that is of concern to a parent must be raised with either classroom teachers or a Principal Team member.
- Work in partnership with the school to enhance the learning outcomes, wellbeing and conduct of their child, including:
 - Raising any concerns about their child's learning, conduct or wellbeing privately with the class teacher, wellbeing officer or principal – preferably by appointment;
- Respect that the priority of school staff is the welfare and education of all children in the school. Therefore:
 - Refrain from interrupting or distracting a teacher while classroom activities or learning activities are underway;
 - Be aware 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. Parents should be mindful of the teacher's time, communicate the reason for the meeting and allow the teacher time to prepare, unless there is a genuine emergency that needs to be discussed;
 - 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 or during school holidays, with the exception of an emergency.
- Ensure that all members of the school community are treated with respect, fairness and dignity.
- For privacy reasons, there are Osborne parents who do not allow their child's photo to be taken by others during school hours and at school approved activities. Therefore we ask that if parents choose to post pictures to social media, that they only post pictures of their own children on social networking sites, unless they have permission from the other student's parent/guardian.

Implementation

- Any person entering the grounds or premises of Osborne Primary School, who is abusive, threatening, uses inappropriate language or otherwise presenting a risk to children, staff or other members of the school community will be asked to leave. If this does not occur immediately, the Police will be called.
- Abusive or threatening telephone calls, emails or direct conversations will not be tolerated and the Police may be notified.
- A breach of this Code of Conduct by a parent will result in a warning and if this behaviour persists, the matter will be referred to the Department of Education and Training who have legal procedures to ensure the safety and well-being of all.

Other school policies that may be relevant to parent conduct:

- School Statement of Values
- Privacy
- Complaints & Grievances
- Visitors
- Working With Children

This code will be reviewed as part of the school's four year policy review cycle

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| Approval Authority | <i>Slawrence</i> | |
| (Signature & Date) | School Council President | Date <i>11.6.2020</i> |
| Review Date | 2023 | |
| This Policy was ratified by School Council on | | |

Please sign the form below and return to the school. Thank you.

I have read and understand my responsibilities in relation to the Parent Code of Conduct.

I have read and understand my responsibilities in relation to the School Statement of Values.

Child's/children's name/s _____

Parent/s name/s: _____

Parent Signature _____ Date: _____