



Mumbulla School Parent and Carer Code of Conduct

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

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

Aim

An engaged community who share and live our school's values and who support our endeavours, is critical in helping us to build and maintain an effective school. Appropriate conduct on school grounds by everyone is central to ensuring we achieve this goal. Our staff and students work to a Code of Conduct and this document is intended to provide similar guidelines for parents/carers. Specifically, this Code of Conduct is intended to:

1. provide a set of general principles to guide parents/carers in their interaction with staff, students and other parents/carers of Mumbulla School;
2. communicate the School's expectation as to how parents/carers conduct themselves when on School grounds; and
3. explain how parents/carers can direct their concerns.

This Code is not intended to comprehensively address every situation but is a general guide only.

Interaction with Staff

The School conducts regular meetings between staff and parents/carers at which the student's progress and wellbeing can be discussed. There may be other times when a parent/carer 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 Front Office.

Parents/carers can also make an appointment to see the Education Manager about any particular concerns they may have relating to their child if necessary.

It is important that parents/carers show respect for staff and not publicly criticise them or seek to undermine their authority. If a parent/carer has a particular concern about a member of staff, they can raise it with the staff member concerned or with the Education Manager. However, when doing so they should observe the general rules of conduct set out in this Code.

The School has a duty of care to protect all staff and for this reason any aggressive or abusive behavior will not be tolerated.

Complaints

If a parent/carer has a complaint about an issue, this should be directed to the relevant teacher responsible. If this is not appropriate it should be directed to the Education Manager.

If a parent/carer 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.

Parents/Carers are directed to use the processes and procedures outlined in the *Mumbulla School Grievance Policy* for complaints and grievance resolution.

Interactions Generally

As parents/carers you are our students' biggest role models. Accordingly, the School expects a high standard of personal behaviour from parents when on School grounds, including but not limited to such things as:

1. Refraining from using offensive, insulting or derogatory language or conduct on school grounds. This includes wearing clothing with offensive language or logos.
2. All education facilities are strictly non-smoking. Please refrain from smoking within sight of the boundary of the school property and while on school excursions, camps or activities.
3. Not possessing on School grounds, or attending a School event if affected by alcohol or any other intoxicant.

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 others in the school community.

Separated Parents

Some students have parents/carers that are separated or divorced, and in these situations parents/carers should not attempt to involve the School in any parental dispute that may arise. The School is not able to make judgments on the merits of claims made by one parent/carer 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. The School will of course, observe any orders made by a Court in relation to a student or communications with parents/carers.

Failure to Observe this Code

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

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

Related Documents:

1. Staff Code of Conduct
2. Grievance Policy and Procedures
3. Mumbulla School Handbook