



Code of Conduct

Why have a code of conduct

Parent conduct and behaviour has a very influential effect on the wellbeing and learning of our children. An engaged community who share and support our school beliefs and values and who support our endeavours, is critical to help 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.

Specifically, this Code of Conduct is designed to provide a set of general principles to:

1. Guide parents toward developing positive relationships with staff, students and other parents of Safety Bay Primary;
2. Communicate the School's expectation as to how parents conduct themselves when on School grounds;
3. Explain how parents can direct their concerns; and
4. Create a positive, comfortable and non-threatening environment for the students, staff and school community of Safety Bay Primary School.

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

RESPECT AND CONCERN FOR OTHERS AND THEIR RIGHTS

Parents can show respect and concern for others by

- Behaving in a courteous and respectful manner towards other parents, students, teachers and administration staff at all times
- Refraining from the use of derogatory language or violence in any form.
- Showing good sportsmanship at all times; whether at school, during sporting events, incursions, excursions or assemblies.
- Being outwardly tolerant and understanding toward others.

BUILDING POSITIVE RELATIONSHIPS

Parents can build and maintain positive relationships by

- Interacting civilly with staff, students and other parents at all times.
- Welcome new families into the school by introducing yourself in a friendly manner.
- **NEVER** display physical aggression toward another adult or child. This includes physical punishment against your own child.

RESILIANCE

Parents can help their children develop resilience by

- Ensuring your children are well rested and well-nourished when they arrive at school.
- Ensure a healthy, active lifestyle.
- Encouraging your children to "have a go"
- Recognising our own and encouraging our children's individuality and accepting that of others.

REFLECTION

Parents can enhance their child's learning by assisting in the process of reflection

Reflection is remembering with analysis. When we engage children in reflection, we encourage them to go beyond merely reporting what they've done. We also help them become aware of what they learned in the process, what was interesting, how they feel about it, and what they can do to build on or extend the experience.

Reflection consolidates knowledge, leading to further prediction and evaluation.

- Encourage children to expand on lessons learnt at school into the home.
- Ask them open ended questions about what they did at school.
- Be open to their interpretations and viewpoints.

RESPONSIBILITY – SOCIAL/ENVIRONMENTAL AND PERSONAL

Parents can demonstrate responsibility by

- Treating all school property and facilities with care.
- Help to keep the school grounds tidy by picking up rubbish and being careful to avoid littering.
- Familiarising ourselves and our children with the school and community rules and respecting these rules.
- Support school policies and decision making processes.
- Raising issues or matters of concern through appropriate channels so as not to disrupt school procedures.

School Rules & Procedures

- Should leave be required by a student to attend appointments etc. a leave pass must be arranged and obtained from the Administration Office prior to the child being removed from the classroom.
- Parents who wish to discuss matters with a teacher **are required** to make an appointment so that valuable teaching time is not lost.
- Parents are requested to update **medical records** and **contact details** so that in the case of an emergency, valuable time is not wasted and a clear picture of your child's health is at hand for referral by the school.
- The staff car park **is not to be used** for dropping off or picking up of students. At all times the pathways are to be used to gain access or to depart from the school. This is to guarantee safety for all those concerned.
- Students who cycle to school **must wear a helmet**, use the cross walk facilities (if possible) and **are not permitted to ride their bikes or scooters on the school premises**.
- Alcohol, drugs, smoking and dogs **are not permitted** on the school premises at any time.
- Violent, aggressive or abusive behaviour is **not permitted** on the school premises at any time.

SHOULD ANY OF THE ABOVE RULES OR PROCEDURES BE BREACHED, THE SCHOOL PRINCIPAL WILL TAKE APPROPRIATE ACTION