

## Lisieux Catholic Primary School

## Parent Code of Conduct Policy

As a learning community, Lisieux values the dignity and worth of individuals and aims to promote wellbeing and self-discipline. We strive to nurture an environment where staff, students and parents feel safe by acknowledging the rights and responsibilities of each member of the community.

Parents play a vital role in the education, social and faith development of their children. At Lisieux we have a wonderful body of parents who are involved in all aspects of school life. As a result, we proudly maintain a high standard of education and civic responsibility in our students and this is highly valued by all members of our community.

Rationale:

The Code of Conduct highlights the importance of the partnership between school staff and community members for the benefit of the students at Lisieux, and reflects the school’s mission and vision. The Code recognises and respects the diversity of individuals in a learning community and emphasises the importance of the role parents have as educators. It has been developed to promote a positive learning environment based on respect for the rights of students, teachers and parents / carers.

Building a culture of respectful relationships:

Among students, staff and parents we strive to develop the following:

• A respect for the dignity and worth of every person;

• Open, positive and honest communication

• An ability and willingness to work respectfully with other people;

• A responsibility for words and actions.

In promoting and upholding this culture, it is expected that every parent / family member will:

• Uphold the school’s core beliefs and values, and act with courtesy and consideration for others, using courteous and acceptable written and spoken language in all communications with students, staff and other parents and members of the school community;

• Support the Principal and staff in the development of a Christ-centred learning community;

• As a safe and happy work environment is important for school staff, interactions with staff should not create unnecessary stress and anxiety. School staff are therefore not required to respond to emails and telephone calls instantaneously, and a reasonable response time during working hours is 24 hours. Responses are not expected outside normal working hours or during school holidays;

• Support their children in all educational endeavours by giving praise and showing interest in school activities;

• Maintain confidentiality when dealing with issues related to other people’s children;

• Behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;

• Ensure that their actions do not bring the school into disrepute;

• Respect and abide by the authority of members of staff as being professional, and based on the best interests of all parties, observing school rules as required;

• Allow staff to supervise, investigate and manage students without interference;

• Support the school in its efforts to maintain a positive teaching and learning environment;

• Encourage children to accept responsibility for their own mistakes and encouraging them to be learning risk-takers;

• Adhere to the school’s policies and procedures as required. With respect to social media, parents / carers are not permitted to create a website, blog, podcast, Facebook page, Instagram or Twitter account or any other social media in the name of the school without the permission of the Principal. The posting of photographs or videos containing other students is not permitted without the expressed permission of the student’s parents.

Unacceptable conduct includes, but is not limited to:

• Touching, handling or otherwise physically engaging with students, children or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person;

• Any form of physical, verbal or cyber abuse;

• Any form of threatening language, gestures or conduct;

• Use of language or conduct which is likely to offend, harass or unfairly discriminate against students, staff, volunteers or others.

**Management of Conflict**

From time to time, school parents may have a concern or an issue about school life which they need to resolve. We acknowledge the life-giving value of collaboration. The following steps outline the appropriate process to follow if you find yourself in this position.

Step One

Communicate your concern to the class teacher or relevant specialist teacher. It is important to arrange a convenient time for both parties to meet so that teachers are not interrupted during valuable class time. Simple matters can usually be sorted out at this level by having open communication. Staff should never be spoken to in an aggressive manner.

Step Two

If you are unable to find a satisfactory solution to your problem make an appointment to see the Deputy Principal or Principal to discuss the matter further.

If it becomes evident that a parent / carer has breached or is breaching the Code of Conduct it is the responsibility of the Principal, or their representative, to approach the parent / carer and to take action to ensure future breaches are avoided. Where behaviour is deemed to cause ongoing harm, distress or danger to others, the Principal may exercise a legal right to impose a temporary or permanent ban from the individual entering the school premises, and may consider options including further participation / enrolment at the school.