



ST. ANDREW'S GRAMMAR

PARENT CODE OF CONDUCT

<i>Date</i>	<i>Modified By</i>	<i>Ratified</i>	<i>Review</i>
March 2020	Board	2020	2021
March	Senior Leadership Team	2023	2025



ST. ANDREW'S GRAMMAR

Parent Code of Conduct

Overview

St. Andrew's Grammar community is comprised of a wide variety of individuals and groups with one common goal – we all work together to ensure our students aspire to excellence, this will be achieved through working together to provide a high standard of education in an innovative and supportive way.

Adherence to the Parent Code of Conduct, as with all St Andrew's Grammar policies, was agreed to by the parent(s) and legal guardian(s) as part of the enrolment contract signed upon enrolment of their child/ward. The term parent refers to either parent(s) and legal guardian(s) who were signatory to the St Andrew's enrolment contract.

Policy

At St. Andrew's Grammar, we ensure we keep the lines of communication open between our community including our parents, staff and students. We value the contribution and feedback of our parents and legal guardians, and we strongly believe in the benefits of a positive collaboration between all members of our tight-knit school community.

Ensuring that our parents share our school values and understand our *Parent Code of Conduct*, is the first-step to facilitating a positive relationship between the school and our parent community, which benefits the growth of each of our students.

Our School Values

St. Andrew's Grammar is an independent, multi-cultural school with Hellenic and Orthodox Christian values. The St. Andrew's Grammar difference is that we measure success by individual achievement, and we encourage all of our students to ensure they are doing the very best they can in all endeavours they undertake, and that they are the best person they can possibly be.

With a school community composed of students from many multi-cultural backgrounds, we formulate global citizens, and we place a huge importance on embracing and understanding the diversity within modern Australia. The community absolutely does not tolerate discrimination of any kind.

Our school endeavours to inspire our students to 'Strive for Excellence' as per our school motto. To achieve this, we need all parents, guardians, parent liaisons, family members and friends of students enrolled at our school must support and encourage the values, activities and ethos of St. Andrew's Grammar.

This policy applies to all adults including parents, guardians, parent liaisons grandparents, extended family members, caregivers. In the Parent Code of Conduct, the word 'parents' applies to all caregivers as listed above.

We believe parents are highly valuable contributors to our school community, and a huge ally when it comes to enforcing our policy of zero tolerance towards violence of any kind.

This Parent Code of Conduct outlines the way in which St. Andrew's Grammar requires Parents to conduct themselves when visiting our Campus, communicating with other members of our community (students/staff/other parents), or participating in school activities. Consequences are incurred if breaches of this Code of Conduct occur.

Ethical Conduct/Communication with Staff & Students & Other Parents

Our parents should act in a lawful manner which reflects the best interest of students, their families, staff and the school community. Parents play a monumental role in the education of their children; we strive to ensure that this influence is positive.

When attending the school or any school-related events, parents must;

- a) Refrain from any unlawful behaviour
- b) Refrain from engaging in judgmental/malicious gossip (online or directly)
- c) Refrain from behaviours and actions, which constitute bullying, harassment, discrimination or vilification, including physical, mental or emotional abuse.
- d) Refrain from offensive, derogatory or insulting conduct/language. This includes wearing clothing that contains offensive words/symbols.
- e) Appropriately dress befitting the specific occasion.
- f) Refrain from smoking on school grounds within four metres of any entrance (as dictated by Western Australian Law).
- g) Not possess alcohol on school grounds, unless St. Andrew's Grammar has sanctioned the event.
- h) Not attend school events if affected by alcohol or other intoxicants.
- i) Never possess illicit drugs on school grounds.
- j) Show proper care and regard for school property, property of others and occupational health and safety concerns.
- k) Abide by all OH&S regulations

Social Media

Social media can have a range of positive uses for our students; however, parents should recognize that there are also a number of ethical and legal issues associated with social media use. This can be directly or indirectly

damaging to our School and to individuals within our community. Parents must abide by the laws and St. Andrew's Grammar's expectations of Parents including (but not exclusively) expectations as listed below;

When using social media, Parents must;

- a) Be respectful to St. Andrew's Grammar staff, volunteers, contractors, other parents, and/or students.
- b) Not discuss or mention the School, its staff or any members of our School community in a negative or defamatory way.
- c) Make reasonable efforts to ensure that their children comply with St. Andrew's Grammar's *Information Communications Technology Policy*.
- d) Not use social media to voice grievances about the school.
- e) Never disclose any personal information of staff, parents, contractors, volunteers, and/or other students to third parties without the individuals express consent.
- f) Post photographs of students in our school uniform (therefore representing the School and its students) as they have the potential to bring negative connotations towards the School and its staff and students.
- g) Never make contact with students (other than their own) through any social media platform without the express consent of the student's parents.
- h) **Never post sexually inappropriate or other material that may damage the reputation of the School.**

Communication & Interaction with Staff, Other Parents and Students

Communication within our school community, both written and spoken, should be courteous and respectful. When communicating, Parents must;

- a) Not use abusive language or expletives, insult or engage in violent behaviour on school grounds or any other school related events, or raise their voices
- b) Interact in a civil manner with staff, students and other parents at all times.
- c) Ensure that the relationships they have with students are strictly within accordance to appropriate roles and that favouritism (special treatment, deliberate exclusion) are avoided.
- d) Not discipline or raise their voice or get involved in verbal altercations with another parent or child in any circumstances.
- e) Ensure physical contact with students is appropriate given the age of the student and relationship held with them, so as to not raise questions of impropriety.
- f) Ensure physical contact with other parents, visitors or staff is appropriate to the relationship held with them, so as to not raise the question of impropriety or physical assault.

- g) Advise St. Andrew's Grammar of any areas of potential conflict, such as parenting and family court orders, in accordance with relevant laws.
- h) Parents must respect privacy of students, Parents, staff, contractors and volunteers in the School community.

St. Andrew's Grammar expects parents to behave lawfully on our school grounds and observe the terms of any order, obligation or undertaking they may be subject to. Parents must not;

- a) Post video recording or photo of another student on social media without consent.
- b) Take a photo/video recording of another student or parents without their express consent.
- c) Post a photo/video recording of a child that is not their own on social media without obtaining consent from the children's parent beforehand.
- d) Intimidate, undermine, threaten, bully or harass other students or parents OR
- e) Disclose any personal details of a student/parent to another person without their consent.

Messenger groups such as WhatsApp are being used to communicate between parents at the school. Class/Year/ CCA WhatsApp groups are a very useful and efficient way of communicating to the whole class or to parents of a co-curricular activity. The aim of using WhatsApp is to send messages to an entire group, which are relevant to school to assist in organising events or opportunities. This should not be used for any negative forums or discussions and hence parents should adhere to the following guidelines when using class WhatsApp groups:

- a) The group should never be used as a platform to air views/grievances regarding a teacher, child or parent in the class or school.
- b) The group is not a political platform for airing opinions on current affairs.
- c) The group should not be used for private conversations with anyone else using the group that discusses other members of the community uninvolved in the conversation.
- d) The group should be used keeping in mind mutual respect and cultural sensitivity between all its members.
- e) There should be no posting of abusive or personal comments about staff, pupils or other parents or any member of the school community.
- f) Never use offensive language.
- g) Do not post messages to bring the school into disrepute.
- h) Do not use aggressive, defamatory or libellous comments.

Breaches of the Code of Conduct

With these guidelines in place, we hope that parents can appropriately address any concerns and work with us to ensure they contribute to a harmonious School community that reflects our St Andrew's Grammar School values and ethos. The consequences for breaches of this Parent Code of Conduct will be determined by the Principal and may include the following;

- a) The School may ban a Parent from entering the School grounds or attending School related co-curricular events or activities.
- b) The School may direct that a parent may only communicate with members of our staff through a nominated School representative.
- c) Email Quarantine – should parents be found to be sending emails which violate this Code of Conduct then the School reserves the right for all emails sent to our teachers via a specific parent to be 'quarantined' (i.e. – approved) before being sent on to the appropriate staff member.

In cases of extreme or ongoing breach of this Parent Code of Conduct by a parent, the School may terminate the enrolment of the children of that parent, as determined by the Principal. The School, where appropriate, may involve other authorities and/or take such steps, as it deems appropriate according to the specific nature of the breach.

Appeals, Complaints and Grievances

Parents who feel they wish to appeal a decision regarding a breach of the Parent Code of Conduct should refer to the St Andrew's Complaints and Grievances Policy.