

Code of Conduct for Parents/Guardians/Visitors

This Code of Conduct applies to all parents, guardians, relatives, friends, supporters, carers, visitors and invitees to the School. This Policy is written to ensure there are clear standards of behaviour in the School environment or when attending any School related function or activity.

COAST Christian School seeks to provide an open, safe and welcoming community. We require that all School community members demonstrate a commitment to the highest standards of ethics, professional behaviour and compliance with the School's Codes of Conduct.

This Code is intended to:

1. Provide a set of general principles to guide parents/guardians/ visitors in their interaction with staff, students and other parents of COAST Christian School ;
2. Communicate the School's expectation as to how parents conduct themselves when on School grounds; and
3. Explain how parents/guardians/visitors can direct their concerns.

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

Any Code of Conduct has as its primary goal an understanding that the community of the School is founded on relationships which are based on shared beliefs and common goals. This Code of Conduct creates a climate for a covenant with all parents/guardians and visitors to ensure a common understanding of expectations of personal behaviour, acceptable interactions with staff, other parents, other visitors and students, in terms of communication and expectations.

Personal Behaviour

All parents/guardians/visitors are expected to comply with behaviour that demonstrates respect for other people, the authority of the School, and sets a Christlike example for students. The following standards of behaviour include but are not limited to:

1. Refraining from inappropriate language or conduct on School grounds. This includes wearing inappropriate clothing that may cause offense.
2. Refraining from smoking – all educational facilities are non-smoking areas.
3. Not possessing or being affected by alcohol or any illegal substance, whilst on School property.
4. Respecting and complying with all applicable Commonwealth and State laws.
5. Respecting the legal and moral rights of others and treating them with dignity, civility and respect at all times, and especially when there is a disagreement.
6. Showing proper care and regard for School property and the property of others.

Interaction with staff, other parents and students

Parents/guardians/visitors are expected to interact respectfully with staff, students and other parents at all times. Any language which is abusive, insulting or aggressive in nature is not appropriate.

Parents/guardians/visitors are not permitted to discipline another parent's child whilst on School grounds. The duty of care whilst on School grounds remains with teachers.

All concerns related to general Code of Conduct principles need to be directed to the Principal.

Communication

The School will endeavour to assist parents to manage conflicts as best as it can, but can only do this if it is informed of such matters. In some circumstances parents are required by law to advise the School of areas of potential conflict, such as parenting and family court orders.

Whilst there is no obligation to inform the School of other situations where parents may be in dispute (e.g. separation or other Court Orders in place between parents or people at the School) any information received of this nature will be treated in strict confidence.

In any event, the School expects parents to behave lawfully on School grounds and observe the terms of any order, obligation or undertaking to which they may be subject.

Expectations

The School takes seriously any issues that are brought to its attention. If concerns are expressed in confidence, parents/guardians/visitors can expect to be treated with courtesy and respect in order to try and resolve the matter.

As a general guide, minor issues may be addressed (in private) with your child's teacher. Cases of inappropriate conduct or misconduct ought to be directed, in the first instance, to the School Principal.

The Principal may wish to speak to you and then speak to your child's class teacher. If the issue concerns other parents or students, the Principal may speak to those persons as well, unless you express a desire for the matter to remain between you and the School.

It is not possible to categorically state what will constitute a minor issue, inappropriate conduct or misconduct. Each situation must be considered as it arises. However, in cases of serious or repeated misconduct, the School may need to take steps to institute a temporary ban of a parent/guardian/visitor from entry to the School grounds and may, where appropriate, involve other authorities.

With this guide in place it is hoped that parents/guardians/visitors can appropriately direct their concerns and contribute to a harmonious environment that reflects and builds on the School's core beliefs and values.

Breaches of this Code of Conduct

The consequences to a member of the School community for breaching this Code of Conduct will be determined by the Principal in accordance with the COAST Christian School's Complaints and Grievance Policy and may include one or more of the following:

- The School may place a temporary ban on any member of the School community from attending any co-curricular activity, after any breach in the Code of Conduct, whilst seeking a resolution;
- The School may place a temporary ban on any member of the School community from being on the School grounds in general, after any breach in the Code of Conduct, whilst seeking a resolution;
- The School may direct that any parent/guardian/visitor only communicate with members of staff through a nominated School representative, whilst seeking a resolution to the breach of the Code of Conduct;
- In the case of extreme or prolonged breach of this Code of Conduct by a parent/guardian/visitor, the School may see that the only option is to terminate the enrolment of the child of that parent/guardian; and
- The School may take such other steps as it may in its reasonable discretion determine appropriate according to the nature of the breach.

Right of Appeal

The COAST Christian School Complaints and Grievance Policy's "right of appeal" will apply to any decision made by the Principal under this Code of Conduct. The Policy is accessible on, and can be downloaded from, the School's website.

Important Related Policy Documents:

- Complaints and Grievances Policy

- Work Health and Safety Policy
- Child Protection Policy