

CODE OF CONDUCT FOR PARENTS AND VISITORS

Approved:	
Reviewed:	September 2014
Next Review:	September 2016
Audience:	Community

***Peace Lutheran Primary School – children, staff, parents and community
learning and growing together through Christ.***

Preamble:

1. This policy supports the mission statement of Peace Lutheran Primary School and other key policies including the Relational Management Policy; Grievance Procedure for Parents/Carers and Sexual Harassment Policy Guidelines.
2. To help make this document less wordy the term “parent” may be read to include carer, guardian, grandparent, or visitor participating in school functions or activities, visiting classes, performing volunteer work, attending an interview with staff or entering school grounds during school hours.

Biblical Foundations:

The following texts summarise the policy document that follows and may be used to inform and guide parents as they interact with school staff, students and other parents :

1. Ephesians 4:29 **“Do not let any unwholesome talk come out of your mouths, but only what is helpful for building others up according to their needs, that it may benefit those who listen.”**
2. Ps 37: 30 **“The mouth of the righteous man utters wisdom and his tongue speaks what is just.”**
3. Ephesians 4:32 **“Be kind and compassionate to one another, forgiving each other just as in Christ, God forgave you.”**
4. Ps 19: 14 **“May the words of my mouth and the meditation of my heart be pleasing in your sight, O Lord, my Rock and my Redeemer.”**

Teaching and Learning

Right: Teachers have the right to teach and students have the right to learn. Parents have the right to have their children gain the most of their school experience.

Responsibilities and Roles:

- to contribute to the child’s personal development by cooperating with school staff and modelling appropriate language and behaviour
- to encourage children to make appropriate behaviour choices and follow school rules
- to recognise that both teachers and parents have a major role in educating their children
- to help teach children the organization and time management skills needed to complete homework and assignments on time
- to attend parent information sessions
- to be receptive to change

Respect and Understanding

Right: Parents, students and staff have a right to be treated fairly with respect and understanding.

Responsibilities and Roles:

- to speak politely to school staff and students
- to support staff in all that they do
- to accept that staff have responsibilities to meet government regulations and support school policies and directions
- to be prepared to view the situation from the other person's point of view
- to encourage children to make appropriate behaviour choices and follow school rules
- to encourage students to learn from their mistakes rather than seek to blame someone else
- to ensure that other students or parents are not denied social justice by any consideration given to you or your child

Individuality

Right: Parents, students and staff have the right to be treated as individuals

Responsibilities and Roles:

- to treat one another with respect and affirm people who are different
- to teach children how to show respect and how to be polite to others
- to recognise, value and respect the gender, cultural, social, economic, political, linguistic and spiritual backgrounds of colleagues, students, parents and guardians.

Conflict Resolution

Right: Parents, students and staff have the right to solve differences in a non-threatening way

Responsibilities and Roles:

- to consult with school personnel about issues of concern
- to work through issues in an open and friendly manner
- to acknowledge and respect the right of others to have a differing opinion
- to support the School's Restorative Practices Framework and Valuing Safe Communities practices.

Communication

Right: Parents, students and staff have the right to communicate effectively and appropriately with all people

Responsibilities and Roles:

- to ensure that any information given is accurate, relevant and provided on time
- to establish early contact between home and school
- to ensure that your child delivers school newsletters, year level notes and any other school mail distributed through the classroom basket
- to check and use regularly the child's "kit book/diary" to communicate with the class teacher and monitor child's progress
- to ask for information at a mutually arranged time
- to model and teach children appropriate communication skills (verbal and non-verbal)

Active Participation

Right: Parents, students and staff have the right to participate in the various decision making processes of the school.

Responsibilities and Roles:

- to read the school newsletter and material sent home via the student
- to participate regularly in the Parents and Friends Association and other school activities that can help the parent keep up with and contribute to what is happening at school
- to attend advertised meetings, return completed survey forms
- to express one's views openly and honestly to the appropriate staff member
- to respect and support decisions that have already been made through the proper processes of the school

Safety

Right: Parents, students and staff have the right to feel safe

Responsibilities and Roles:

- to model appropriate language and behaviour on school grounds and during school activities
- to be familiar with and support safety rules and regulation
- to support the teacher in ensuring that children obey all safety rules and regulations
- to be vigilant and to report immediately any concerns to the school authorities

Property

Right: Parents, students and staff have the right to respect other people's property

Responsibilities and Roles:

- to teach children to treat school property with respect and return in good condition any equipment that has been borrowed
- to teach children to accept responsibility for any property lost or damaged and to offer appropriate contribution towards its replacement or repair
- to clearly name all children's belongings
- to encourage children to accept school rules and take appropriate care for property of self and others
- to remove unnecessary temptation or risk of damage by not allowing students to take expensive toys, mobile phones, electronic games, mp3 players and similar devices to school, other than those approved by the BYOD agreement.

Health, Hygiene and Nutrition

Right: Parents, students and staff have the right to work in a well maintained environment

Responsibilities and Roles:

- to ensure children are appropriately nourished, clothed and groomed
- to ensure children attend school regularly and have the necessary equipment to learn
- to ensure children participate in school activities and events such as swimming and athletics carnivals, camps and school excursions
- to provide management plans for diagnosed medical conditions
- to abide by school directives in relation to student allergies

LCA policies and guidelines

LCA Safe Place Policy