



# Parent, Guardian and Community Member Code of Conduct

*St John's College takes a zero-tolerance approach to child abuse and is fully committed to ensuring that its strategies, policies, procedures and practices meet all Child Safety Standards as specified in Ministerial Order No. 870 (2015)*

## Context

St John's College is committed to the provision of a welcoming, safe, and inclusive environment for all members of the school community. This Code of Conduct is intended to guide staff, parents/guardians and all members of the school community in recognising and respecting their own rights and responsibilities as well as those of other members of the school community.

St John's College acknowledges that the behaviour of staff, parents, carers and students has a critical impact on our school community and culture. We also acknowledge the shared responsibility of staff, students, parents/guardians, volunteers and visitors to create a positive learning environment for the children and young people at our school.

St John's College is a Christian Orthodox school; as such, all members of the community are expected to act in accordance with the Christian values of:

- Service
- Gratitude
- Compassion
- Endurance

- Creativity
- Justice
- Peace
- Wisdom.

In addition to these Christian values, we are all expected to act in line with our school values of LEAD: to Love, Excel, Achieve & Dream

We also hold dear the principle of 'philotimo.' Philotimo is considered to be the highest of all Greek virtues. The core concept is that of respect and walking in right paths. In its simplest form, the term means doing good. Children are said to display philotimo when they display unconditional love and respect towards others.

This code applies to all St John's College parents/carers and all members of the school community and is not limited to the school site and school hours. It extends to all activities and events that are school-related. The Code of Conduct, as well as the St John's College Staff Compact, our Statement of Values and School Philosophy (which includes our Vision/Mission, and Shared Expectations) informs our behaviour.

In addition to this Code, all teachers must act in accordance with:

- The Victorian Institute of Teaching - Code of Conduct and Code of Ethics [https://www.vit.vic.edu.au/\\_data/assets/pdf\\_file/0018/35604/Code-of-Conduct-2016.pdf](https://www.vit.vic.edu.au/_data/assets/pdf_file/0018/35604/Code-of-Conduct-2016.pdf)
- The AITSL Teacher Standards. <https://www.aitsl.edu.au/teach/standards>

## Community

Rights of all School Community members include the following:

- To be treated with respect and understanding
- To have confidentiality respected and maintained
- To receive a timely response to concerns raised
- To be listened to respectfully and communicated with courteously
- To have their participation in the life of the school recognised and valued
- To enjoy a school community which is free of harassment or discrimination.

Responsibilities of all School Community members include the following:

- To be aware of, and adhere to, the school's policies and procedures
- To notify the school of any changes or issues at home which may affect a student's learning, behaviour or wellbeing
- To respect the authority of members of staff and to observe school rules as required
- To schedule an appointment when they wish to discuss a concern. Staff are unable to give their full attention during the school day or when supervising students
- To follow appropriate protocols in resolving conflicts - issues regarding staff will be dealt with only if related to issues regarding professional conduct
- To respect diversity in people and their opinions regardless of race, religion, gender, sexual orientation, age or disability
- To respect school property and the property of all members of the school community
- To behave lawfully on school grounds and observe the terms of family court or other orders if parents are in dispute. It is not the role of staff to mediate on, or become involved in, legal matters involving students.

As community members – staff, students, parents/guardians, volunteers and visitors - we will:

- Act in accordance with our school values and Shared Expectations of one another
- Model positive behaviour to the school community
- Treat other members of the school community with respect
- Support school staff to maintain a safe and inclusive learning environment for all students
- Utilise the school's processes for communication with staff and submitting complaints.

## **College Staff**

As principals and school leaders, we will:

- Model positive behaviour and effective leadership
- Communicate politely and respectfully with all members of the school community

- Work collaboratively to create a school environment where respectful and safe behaviour is expected of everyone
- Behave in a manner consistent with the standards of our profession and meet core responsibilities to provide safe and inclusive environments
- Plan, implement and review our work to ensure the care, safety, security and general wellbeing of all students at school
- Identify and support students who are or may be at risk
- Do our best to ensure every child achieves their personal and learning potential
- Work with parents to understand their child's needs and, where necessary, adapt the learning environment accordingly
- Respond appropriately when safe and inclusive behaviour is not demonstrated and implement appropriate interventions and sanctions when required
- Inform parents of the school's communication and complaints procedures
- Ask any person who is acting in an offensive, intimidating or otherwise inappropriate way to leave the school grounds.

As teachers and non-teaching school staff, we will:

- Model positive behaviour to students consistent with the standards of our profession
- Communicate politely and respectfully with all members of the school community
- Proactively engage with parents about student outcomes
- Work with parents to understand the needs of each student and, where necessary, adapt the learning environment accordingly
- Work collaboratively with parents to improve learning and wellbeing outcomes for students with additional needs
- Communicate with the principal and school leaders in the event we anticipate or face any tension or challenging behaviours from parents
- Treat all members of the school community with respect.

## **Parents and Guardians**

Parents/guardians or other member of the school community are an influential role model and play a formative part in the development of our students' abilities to interact co-operatively with

others and to develop non-judgemental attitudes in respect to those with divergent backgrounds and beliefs. Speaking positively about the school and supporting staff in implementing policies and procedures, including behaviour management practices, will do much to ensure that our students' experiences at St John's College are both happy and rewarding.

As Parents and guardians we will:

- Model positive behaviour to their children
- Communicate politely and respectfully with all members of the school community
- Ensure their children attend school on time, every day the school is open for instruction
- Take an interest in their children's school and learning
- Work with the school to achieve the best outcomes for their children
- Communicate constructively with the school and use expected processes and protocols when raising concerns
- Support school staff to maintain a safe learning environment for all students
- Follow the school's processes for communication with staff and making complaints
- Treat all school leaders, staff, students, and other members of the school community with respect in person and online.

Unacceptable conduct includes the following:

- Under no circumstances are parents/carers or any members of the school community to approach or to reprimand students in relation to perceived actions toward their own child; staff are to deal with all disciplinary issues
- Subjecting the school or staff member/s of the school to defamation either through libel (written defamatory statements), or slander (spoken defamatory statements to a third party), and thereby cause injury or damage to the reputation of the school or to the staff member.

A statement is defamatory if it holds the school or staff member up to scorn, hatred, ridicule, disgrace or contempt in the minds of others in the community.

- Engaging in conversations at the school which constitute harassment, discrimination or denigration or which involve swearing, innuendo, or offensive language
- Using any form of physical or verbal abuse, or threats of physical abuse, at the school or at any school-related activity or event – or using any form of cyber bullying or cyber abuse at any time
- Being present at the school, or at any school-related activity or event, whilst intoxicated by alcohol or under the influence of illicit drugs or other substances
- Smoking or using illicit drugs or other substances on the school premises or within the immediate environs of the school.

### Breaches of this Code of Conduct

Parents/carers or any members of the school community who breach this Code of Conduct will be contacted by the Principal. Appropriate action, which may include being banned from coming onto the school grounds or from attending school-based activities or events, will be taken at the full discretion of the Principal.

In accordance with applicable legislation and with the school's Child Safe Standards Policies, the Police and/or Department of Human and Health Services will be informed of any unlawful breaches of this Code of Conduct.

### Protection against aggressive and violent parents/guardians or others

In the event a parent/guardian or other person acts out of line with the Code of Conduct, the Principal may issue a **School Community Safety Orders** prohibiting people from:

- entering or remaining on school premises
- engaging in inappropriate conduct
- engaging in threatening or abusive communication with staff members, including through social media and other channels.

This not only applies to school premises, but extends to any place where school activity is taking place (e.g. on school camp, at swimming carnival) and any area within 25 metres of that place.

Further information is available on the [Victorian legislation website](#).

## **References:**

- *Related school policies and procedures include: School Values Booklet & Statement of Philosophy; Shared Expectations & Learning Norms; Learner Model; Complaints and Grievances Policy; Child Safe Standards Code of Conduct.*
- *The Victorian Teaching Profession Code of Conduct and Ethics (2016) as required by the Education and Training Reform Act 2006 (VIC)*
- *Commission for Children and Young People Website <http://www.ccyp.vic.gov.au/>*
- *<http://www.education.vic.gov.au/childhood/providers/regulation/Pages/chilsafestandards.aspx>*
- *VRQA Website <http://www.vrqa.vic.gov.au/chilsafe/Pages/default.html>*