



# Code of Conduct for Parents

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2016

This procedure is applicable to: All Parents and Guardians

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Yallingup Steiner School is a special place. Conscious effort has and is taken to cultivate the palpable atmosphere of care, love and peace that pervades the grounds and buildings, entirely appropriate for the nurturing of children. It is with this mood that we welcome members of school community and visitors. To ensure the integrity of what is being cultivated at YSS, we have been obliged to articulate a code of conduct.

### **INTENDED USE**

This Code of Conduct is intended to be made available to Yallingup Steiner School's (the School) parents and guardians at the commencement of their children's enrolment and it is to be available and/or provided to parents or guardians during the course of the enrolment of their children or involvement with the School. The Code forms comprehensive directions to parents and guardians as to the expected standard of behaviour. This Code is intended to apply to all parents and guardians during their involvement with the School. All students, parents, teachers, support staff and volunteers have the right to be safe and feel safe in the School community. With this right comes the responsibility to be law-abiding citizens and to be accountable for actions that put at risk the safety or wellbeing of others.

This Code of Conduct provides members of the School Community with guidelines for the effective development of positive relationships within the School Community and assists in promoting the values that are in keeping with the School's purpose and values.

### **PREFACE**

The aim of this Code is to outline the standards of behaviour expected of all parents and guardians when dealing with the School, its staff and children.

This Code does not attempt to provide a detailed and exhaustive list of what to do in every aspect of your involvement with the school. Instead, it sets out general expectations of the standards of behaviour required.

The Code places an obligation on all parents and guardians to take responsibility for their own conduct and to work with the school and its staff cooperatively to achieve a consultative and collaborative place where people are happy and proud to be associated.

### **WHO HAS TO COMPLY WITH THE CODE OF CONDUCT?**

Parents and guardians who have children enrolled in the School must be aware of this Code and conduct themselves in a manner consistent with the conduct described in it. Conduct that is not consistent with the conduct set out in this Code may result in specific sanctions.

## GENERAL

What is expected of you as a parent or guardian at the Yallingup Steiner School?

### RESPECT AND CONCERN FOR OTHERS AND THEIR RIGHTS

**As parents we show respect and concern for others by**

- Welcoming new families into the school by introducing ourselves (smile and be friendly).
- Using courteous and acceptable written and spoken language. Refraining from the use of profane, insulting, harassing, aggressive or otherwise offensive language.
- Accepting that the use of swearing, derogatory terms, sexual jokes, innuendo and other inappropriate language in the School environment or around students will not be tolerated.
- Giving encouraging and constructive feedback rather than negative criticism.
- Accepting that responses to emails and telephone calls are not expected to be instantaneous or out of normal working hours, unless of an urgent nature.
- Understanding that while on school grounds or attending school activities, the School's staff are responsible for the students that are enrolled in the School.
- Understanding that Parents/guardians, and other persons attending with children not enrolled in the School are responsible for supervising the behaviour of those children.
- Accepting that discipline of students is the responsibility of staff and therefore any matters or concerns related to managing students' behaviour should be referred to staff immediately.
- Approaching staff, students and other parents/guardians in a non-confrontational manner.
- Ensuring that their relationships with students are strictly in accordance with appropriate roles.
- Ensuring that physical contact with students is appropriate given the age of, and relationship with, the student such that questions of impropriety do not arise.
- Respecting diversity in people, their ideas and opinions and treat others fairly regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability.
- Respecting the legal and moral rights of others and treat them with dignity, civility and respect at all times, and especially when there is a disagreement.
- Refraining from public criticism of school activities and events and children and staff at the School.
- Refrain from actions and behaviour that constitutes harassment or discrimination, including inappropriate use of emails and social media such as Facebook with reference to the School Community.
- Following the parking rules when delivering and collecting children from school.

### SANCTIONS FOR ANY 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 School's Complaints Policy. The breach will be investigated by a nominated senior member of staff and a course of action will be recommended to the Principal.

The sanctions which may be employed include:

- A first and final warning meeting and subsequent letter being issued to inform the relevant person/s of the outcome of the investigation and that another breach of the Code of Conduct will not be tolerated.
- A banning from being on the School grounds or attending any extra-curricular activity.
- A direction, in the case of a parent/guardian, that he/she may only communicate with members of staff through a specified School representative.
- A restraining order being sought against the relevant person through the legal system.
- The School may take such other steps as it deems appropriate.

### **RIGHT OF APPEAL**

The School's Complaints (grievance) policy 'right of appeal' will apply to any decision made by the Administrator under this Code of Conduct. This Code of Conduct has been approved by the School Board of Governors and is supplemented by policies, procedures and guidelines developed by the School Council

### **A COMMITMENT TO THE ACHIEVEMENT OF POTENTIAL - HEAD, HEART AND HANDS**

**As parents we can further support our children in learning and encourage them by**

- Being good role models. It's what we do that really counts.
- Ensuring that our children are equipped to learn, for example we can:
  - a) Provide appropriate items for children's play,
  - b) Ensure children are well rested, appropriately clothed and well-nourished when they arrive at school,
  - c) Ensure we provide our children with healthy nourishing food.
  - d) Encourage a healthy active lifestyle,
  - e) Discourage the use of media when at home.
- Showing an active but non-invasive interest in our children's school work and progress, for example we can:
  - a) Encourage the completion of homework, for example, by providing a time and place for children to do their homework.
  - b) Help out in the classroom where appropriate.
  - c) Maintain regular contact with teachers via notes and newsletters.
  - d) Ask children about their day using open questions and actively listening to what they say.
  - e) Praise our children for all their efforts and recognize their learning.
  - f) Make every effort to be involved with the school's activities such as festivals, busy bees etc.
  - g) Attend parent evenings and talks at school.
- Recycling (at home and at school).
- Participating in environmental excursions (bush walks).
- Keeping the school tidy by picking up rubbish and not littering.
- Walking or riding safely to and from school where possible.
- Sending a litter free lunch and recess pack.

- Ensuring future development of the school is environmentally sound.
  - Encouraging water wise gardening at home and the school by using water wise plants where possible.
  - Encouraging awareness of our local heritage.
  - Being involved in our school community, for example we can:
    - a) Attend P&F Meetings,
    - b) Volunteer to help in the shop,
    - c) Volunteer to help with school activities such as busy bees,
    - d) Treating all school property with care,
    - e) Familiarising ourselves and our children with respecting the school and community rules,
    - f) Making an effort to be aware of the Steiner Education Philosophy,
    - g) Promoting the culture of helping out and the satisfaction of being involved and achieving,
    - h) Respect the sign-in policy and adhere to it.
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# Code of Conduct for Parents

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I \_\_\_\_\_ have read, understood and agree to comply with  
the terms of this Code of Conduct.

\_\_\_\_\_  
Parent/guardian Signature

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Dated

\_\_\_\_\_  
Administrator/Principal Signature

\_\_\_\_\_  
Dated

