



St Mary's Primary School Codes of Conduct for Members of the School Community Policy





CODES OF CONDUCT FOR MEMBERS OF THE SCHOOL COMMUNITY POLICY

PURPOSE

This Code of Conduct will assist to clarify the parameters of appropriate and inappropriate conduct for parents who work with children in our school. It will also assist in achieving a safe and supportive environment for students, staff and school's broader community.

POLICY FRAMEWORK

St. Mary's respects the needs and rights of individuals in our school. Schools necessarily collect and generate vast amounts of information which must be managed in a sensitive and professional manner. As a parent assisting in the school, it is important that information obtained or observed on the school grounds be treated with respect and sensitivity.

POLICY CONTENT

Assisting in the classroom

Whilst assisting in the classroom it is expected that all parents are aware that their interactions with students are based on a trusting relationship. Inappropriate behaviours would include:

- Criticism or belittling
- Excessive or unreasonable demands
- Hostility
- Use of discipline – verbal or physical
- Working alone with a student (out of sight of the classroom teacher)
- Unwarranted and inappropriate touching
- Discussing or questioning personal information
- Inappropriate conversations or swearing

Students must always be treated with respect. There is no place for sarcasm, derogatory remarks, offensive comments that may result in emotional distress to a child.

Assisting the Teacher

Parents must remember that the Teacher is the prime carer in the room and takes responsibility for every child. All suspicious, problematic or personal behaviours or comments should be reported directly to the classroom teacher. These situations must be dealt with privacy and professionalism.

Confidentiality

Where matters arise in a school under the Child Protection Legislation <http://www.aifs.gov.au/nch/resources/legislation/legislation.html>, parents should maintain confidentiality of all parties concerned. In any matters where a parent is in doubt as to the requirements of confidentiality, they should seek the advice of the Classroom Teacher or Executive Staff, without discussing the matter with any other person.

Unacceptable Conduct

Conduct which is contrary to this Code may amount to a reportable conduct investigation under NSW Child Protection Legislation and/or inquiry by the Catholic Education Office. In some circumstances, unacceptable conduct may result in referral to Police or other agencies.





I _____ (please print your first and last name) have read, acknowledge and agree to the code of conduct at St. Mary's Primary School. I understand that if I do not adhere to the Code I may be asked to cease assistance in the classroom, be asked to leave school premises or in extreme cases, referred to the Police or other agencies. I will respect the confidentiality of each student and discuss any suspicious behaviour or comment with the Classroom Teacher or Executive at an appropriate time.

Signature

Date

RELATED LEGISLATION

RELATED POLICIES AND PROCEDURES

1. List...
- 2.

SUPPORT RESOURCES

1. List

Broken Bay materials: For ideas/samples see <https://whsonline.dbb.org.au/cgi> username: **ceoc**
password: **canberra2003**





POLICY RESPONSIBILITY

The person responsible for the implementation of this *Policy* is the (generally school Principal or specific coordinator).

POLICY REVIEW

The *Policy* shall be reviewed and updated every (usually three) years, to be updated (state the next year to be updated), or in the event of any information or incident that would demonstrate the need for a review, or resulting from any legislative or organisational change that would warrant a review.

POLICY DATES			
<i>Reviewed</i>			
<i>Next Review Due</i>	December 2016		
POLICY AUTHORISATION			
<i>Principal</i>		<i>Signature</i>	

