



Parent/Guardian – School Relationships Code of Conduct

<i>Policy designation</i>	<i>PO080BD1124-36</i>	<i>Policy audience</i>	<i>Public Facing</i>
<i>Approval date</i>	<i>26/11/2024</i>	<i>Document owner</i>	<i>Principal</i>
<i>Released to audience</i>	<i>18/02/2025</i>	<i>Version</i>	<i>2.0</i>
<i>Review date</i>	<i>26/11/2027</i>	<i>Approval authority</i>	<i>Board</i>

Purpose

The school community at Strathcona Baptist Girls Grammar School (“Strathcona”) comprises of an interconnected network of students, their parents and guardians (referred to hereafter as “parents”), as well as teaching and professional services staff (collectively known as “staff”). Students form the core of the school community, while their parents play a critical role in contributing to the overall education experience of their children. Connecting and belonging is a life-defining part of a school journey and one of the key strategic pillars at Strathcona. The way parents speak, behave, interact and show respect when in the school environment contributes to the overall functioning, culture, connectedness and atmosphere of the School.

Strathcona is committed to ensuring a respectful **school environment** that is safe, positive and supportive for all students, staff and visitors of the School. The school environment means any physical, virtual place or online platforms or forums, used during or outside school hours and includes any other locations, activities and events associated and/or provided by the school or through a third-party provider. Parents are expected to support, encourage and model the values of the School and set a positive example with their actions, behaviour and speech.

The School values are:

- **Respect**
- **Integrity**
- **Compassion**
- **Courage**
- **Empowerment**

This Parent/Guardian - School Relationships Code of Conduct (“Code”) provides guidance for parents regarding the conduct expected of them whilst interacting or representing the School in the school environment.

Parents are encouraged to read and understand the policies of Strathcona, including this Code. The key policies are available via the public website or the parent portal (“maple”).

Scope

This Code applies to adults responsible for caring for Strathcona students, including parents, guardians, step-parents, and caregivers, collectively referred to as “Parents”, for the purpose of this Code. This Code operates in addition to any other School policies and procedures which may apply to Parents and may be varied from time to time by the School. Parents are bound by this Code as part of their Enrolment Agreement with the School.

The application of this Code is not limited to the School site and School hours and encompasses all interactions and behaviour in the school environment. This Code also requires that parent actions, behaviours or comments do not bring the School into disrepute at any time regardless of whether the action occurs onsite, offline, online, in virtual places, social media, chat groups and forums within or outside of School events and activities.

This Code should be read in conjunction with the [Adult Child Safety and Wellbeing Code of Conduct](#) which outlines appropriate standards of behaviour for all adults towards children to specifically promote child safety and wellbeing in the School environment. In addition, parents should familiarise themselves with school policies published on the policy portal (Maple) so that they are well informed when interacting, making suggestion, and providing feedback to the School and other parents within the school community.



Conduct and Bearing of Parents

It is expected that every parent will:

- uphold the School's values and principles and respect, support and adhere to the School's policies and procedures as required, and ensure their children do the same;
- comply with relevant legal obligations under Commonwealth and State Laws, and any court orders;
- accept the authority of staff members, comply with any reasonable direction, allow staff to supervise and manage students without interference and only enter an active classroom when invited to do so by a staff member;
- support the School in its efforts to maintain a positive teaching and learning environment for all;
- understand the importance of healthy parent/teacher/student relationships and strive to build positive and productive relationships;
- be responsive to concerns raised by the School about their children;
- refer issues of concerns or conflict directly to the School for follow up and investigation by the relevant staff member;
- complete forms and provide permissions in a timely manner when requested to do so by the School;
- behave in a manner that does not endanger the health, safety or wellbeing of themselves or others; and abide by health and safety rules and procedures operating within the School and other locations at which they may visit whilst representing the School, including abiding by traffic rules and any School traffic management system in place;
- ensure that their relationships with students and any physical contact with students is appropriate, given the age of and relationship with the student;
- behave with courtesy and consideration for others and treat members of the School community with inclusiveness and respect, and refrain from bullying, harassment or vilification, or using language or conduct that is insulting or derogatory;
- refrain from activities, conduct or communication that could bring the School into disrepute or could be reasonably seen to undermine the reputation of the School, staff or students of the School (including activities on social media);
- respect School property and the property of staff, contractors, volunteers and other students and promptly report any damage to the School;
- not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health whilst visiting the School site, attending School functions or engaging in School based activities;
- as required by law, never smoke or vape within four metres of a pedestrian access point to the School's grounds;
- advise the School of potential family issues / conflict, such as parenting and family court orders in accordance with the relevant laws and the School's policy on [Access Arrangements for Separated Parents/Guardians](#). Parents should not expect the School to act as the go between for estranged families;
- respect the right to disconnect of school staff; and
- attend School events where they are requested and able to do so.



Our Culture of Respectful Relationships

In our daily interactions, we strive to develop the following culture:

- a respect for the innate dignity and worth of every person;
- an ability to empathise with the situation of others;
- a cooperative and respectful disposition in working with others; and
- open, positive and honest communication.

Unacceptable Conduct

Unacceptable conduct includes:

- touching, handling, pushing or otherwise physically or sexually engaging with students, children, staff or others in a manner which is not appropriate and may endanger the health, safety or wellbeing of that person;
- any form of physical or verbal violence including fighting, assault or threats of violence;
- any form of cyber bullying or cyber abuse;
- any form of threatening language, gestures or conduct;
- language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, staff member, contractor, volunteer or other person;
- theft, fraud or misuse of School resources;
- the use of inappropriate or profane words, gestures or images;
- visiting the School or attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health; and
- smoking or vaping on the School premises or within the immediate environs of the School
- any action, comment or representation that will bring the School into disrepute, including any sharing of School communication to unauthorised recipients (the media, online, social media and other public forums).

Communication and interaction with Staff, other parents and students

Written and spoken communication with anyone in the School community, including staff members, other parents and students, should be courteous and respectful. When communicating, Parents must:

- interact civilly with staff, students and other parents;
- refrain from offensive, derogatory or abusive language or expletives, and must not raise their voice, insult or engage in violent behaviour to anyone on School grounds, on social media or at any School related events;
- not discipline or raise their voice in verbal altercations with another person;
- not intimidate, undermine, threaten, bully or harass others; in person or online;
- refrain from unconstructive commentary (including criticism, uninformed rumour or speculation), either directly or online; and
- not disclose personal details of an individual to another person without consent.



Virtual and online platforms, chat groups, forums and social media

Virtual and online platforms include all digital technologies that facilitate the sharing of ideas, information and social networking.

When using virtual and online platforms, chat groups, forums and social media, Parents must:

- be respectful of members of the School community;
- only post information (including personal details, contact information, images and recordings) of another student (other than their own child) with express prior consent from the student's parents;
- only make contact with a student (other than their own child) about school related matters using any form of direct messaging based social media with the express consent of the student's parents;
- respect the privacy of other students, parents, staff, contractors and volunteers in the School community;
- not disclose any confidential information of another member of the School community (such as another parent, staff, contractors, volunteers, and/or students) to third parties without the individual's express consent;
- not publish or share any school communication that is not intended to be displayed in a public forum;
- not use these digital technologies as a means to voice grievances about the School, and abstain from discussing or mentioning the School, its staff or any members of the School community in a negative or defamatory way;
- refrain from publishing any information which may bring the School or any member of the School community into disrepute, including any images and recordings of students in School uniform with the potential to bring negative connotations towards the School, its staff or students;
- remove any photos or comments posted on social media when requested by the School; and
- not set up any online website, forum or group which features the School's name in its title, or which may suggest that it is operated or sanctioned by the School, except with the prior written consent of the School.

Resolving Conflict and Raising Concerns, Complaints and Grievances

The School takes seriously genuine complaints and grievances that are brought to its attention and acknowledges the rights of Parents to express their concerns related to the education of their child or other matters related to the School.

Parents should raise the matter with the appropriate staff member as set out in the [Complaints Handling Policy](#), and in a manner consistent with this Code. The School will handle the matter consistent with the procedure set out in that policy. Where a staff member believes this Code has been breached, they too can lodge a complaint in accordance with that policy.

Note: Be aware that anonymous concerns or complaints relating to this code of conduct cannot be investigated, as the School would be unable to confirm the authenticity of these complaints and then ensure procedural fairness to all parties.



Breach

Where the School is satisfied there has been a breach of this Code, the Principal or their delegate will request the Parent cease the particular behaviour and/or implement one or more of the following consequences:

- issue a [School Community Safety Order](#) and limit a parent(s) from:
 - entering or staying on school grounds or a place where a school activity is taking place
 - approaching or making another person approach a staff member(s) within 25 metres
 - contacting any staff member or class of staff members
 - using or communicating on a communication platform owned, controlled by, or set up in relation to the School (for e.g. the School's social media page)
 - any other activity, behaviour, action or interaction as permitted by the School Community Safety Order Scheme
- take such other steps (such as warnings, mediation, direction to provide an apology, etc.) as deemed appropriate, according to the nature of the breach; and/or
- terminate the enrolment of the child/children of that Parent at Strathcona.

Parents who continually breach this Code of Conduct will be referred to the Principal, who has full discretion to take action, which may include suspension or expulsion of the Parent's child/children.

In accordance with applicable legislation and the School's [Child Safety and Wellbeing Policy](#), the Police, Child Protection and/or any other relevant authorities will be informed of any unlawful breaches of this Code.