

POLICY

PARENT & SCHOOL COMMUNITY CODE OF CONDUCT



1. POLICY STATEMENT

Scotch College expects the behaviour of parents and other members of the School community while participating and interacting within the School community to:

- be conducive to a respectful learning environment, and
- contribute to a safe, positive and supportive environment for all members of the School community.

2. RATIONALE

This Code of Conduct has been developed to clearly outline Scotch's expectations with regard to parents' and others' interactions with the School, its staff, students and all other members of the School community. Adherence to this Code of Conduct is important to promote positive and productive relationships within the School community and to maintain a child safe environment and culture for the School's students.

3. SCOPE

This Code of Conduct applies to the following people:

- parents – defined as the parents of students enrolled at Scotch College, and including legal guardians and step-parents. Parents are required to abide with the requirements of this Code of Conduct in accordance with the School's Enrolment Agreement.
- all other adults who participate in the School community who are not staff or students, including grandparents, extended family members, past students of the School, caregivers and support person(s) and visitors to the School. All such people are expected to behave in a manner that upholds the spirit and intention of this Code of Conduct.

This Code of Conduct applies to a person:

- when visiting the School (including the boarding precinct)
- when representing the School
- when attending activities and events that are school-related
- in relation to their communications (including on social media and messaging forums) about the School or other members of the Scotch College community, including staff and students of the School.

This Code of Conduct should be read in conjunction with any documentation outlining the ethos of the School authorised by the Scotch College Council on the School's values, purpose, mission and vision.

4. GUIDING PRINCIPLES AND GENERAL EXPECTATIONS

Scotch College Values and Ethos

Parents and students understand that Scotch College is a Christian school operating in connection with the Presbyterian Church of Victoria, where high standards of behaviour and attitudes - based on the School's values of responsibility, respect and reverence - are encouraged and expected.

Parents and other members of the School community are expected to support and not denigrate the School's Christian ethos, values and traditions, and display common decency towards others.

Parent involvement

As valuable contributors to our community, parents are encouraged to demonstrate their support of their child(ren) and the School community through:

- attendance at school events, including parent-teacher interviews, information sessions, social functions, performances, celebrations and, if appropriate, in a voluntary capacity from time-to-time
- promoting and representing the School positively including within the wider community and in public forums.

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General expectations

All persons visiting any Scotch College campus, attending School functions or engaging in School activities, are expected to:

- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others
- abide by all relevant laws, and applicable School policies and procedures relevant to the occasion and in place at the time
- support the School in implementing its policies and procedures. This involves:
 - encouraging students to adhere to School requirements; and
 - supporting decisions made by the School which align to these policies and procedures
- ensure that their actions do not put the safety of any child or young person at risk
- not be in possession of, affected by, or provide to others, alcohol, cigarettes, vapes, drugs or other illicit behaviour-altering substances, or allow consumption of these substances prior to, or during school or school activities
- respect the authority of members of staff
- respect the professional judgement of coaches, referees and umpires in relation to school sport
- not seek favourable treatment for their child through the provision of gifts, hospitality or other means
- treat others fairly, with dignity and respect, and behave with courtesy and consideration at all times, regardless of race, ancestry, place of origin, ethnic origin, citizenship, religion, sex, gender identity, sexual orientation, age or disability
- not disclose personal details or confidential information relating to a student, staff member, parent or other member of the School community to another person without consent
- abide by the requirement of visitors to register when visiting during school hours.

The School has zero tolerance for child abuse and violence of any kind, including fighting, assault, threats of violence or any form of threatening language, gestures or conduct.

5. COMMUNICATION

All communications between students, parents, visitors and staff are to be conducted in a courteous and respectful manner.

If a parent or other member of the School community wishes to discuss an issue with a staff member, they should make an appointment so that a mutually convenient time can be arranged.

All members of the School community must:

- refrain from engaging in malicious or unconstructive commentary about the School, its students and staff or other members of the School community (whether in public or private, online or in person, directly or indirectly) and ensure that anything they say about the School and others is respectful, fair and truthful
- refrain from swearing or using language that is offensive, abusive, insulting, racist, discriminatory or derogatory, particularly towards students or other children or in their presence
- not engage in conversations or behaviours which constitute bullying, harassment, discrimination, stalking, intimidation, humiliation or denigration of another person or persons, particularly towards students or other children or in their presence
- use only the proper channels to voice grievances about the School or about other members of the School community.

6. USE OF TECHNOLOGY AND SOCIAL MEDIA

Parents and other members of the School community must not take, or post online or on social media, photos or videos or other images of children who are not their own, in which those children may be easily identified, unless permission has been

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obtained directly from the parent of that child/children or from the child directly where the child is of an appropriate age to provide consent.

Parents and other members of the School community should exercise sound judgement when posting on social media, using messaging channels or public platforms including not using these forums to:

- criticise, embarrass, humiliate or denigrate others in the School community
- voice concerns or grievances about the School.

7. BREACHES OF THIS CODE OF CONDUCT

The consequences of a breach of this Code of Conduct by a member of the School community will be determined at the discretion of the Principal. The School may:

- ban attendance at any School function or co-curricular event
- ban admission to the School grounds or other places at which a School function or event is to take place
- direct that communication with staff may occur by specific means, including only through a nominated representative of the School
- involve other authorities, when appropriate
- determine other reasonable action (e.g. mediation).

In accordance with *Education and Training Reform Act 2006* (Vic), the Principal may issue a [School Community Safety Order](#) against any person who engages in harmful, threatening or abusive behaviour towards school staff, students and other members of the School community. The powers available to the Principal under the legislation that enables School Community Safety Orders include (but are not limited to) the ability to exclude persons (including parents) from school premises, prevent them from approaching, telephoning, or otherwise contacting specific staff members, or from using a communication platform controlled by the School.

In the case of extreme, repeated or prolonged breach/es of this Code of Conduct by a parent of the School and if, in the opinion of the Principal, it is in the interests of the School that the parent should no longer be a member of the School community, the Principal may notify the parents to that effect, with the consequence that their child(ren)'s name(s) be removed from the School's Register of Enrolments and be excluded from further attendance.

8. COMPLAINTS AND GRIEVANCES

Parents who identify concerns related to the School or the education of their child are encouraged to bring their concern forward. If raising a complaint or grievance, parents are expected to follow the School's *Complaints Resolution Policy*. Parents can expect:

- to be listened to respectfully and communicated with courteously
- to have confidentiality respected and maintained
- to receive a timely response to concerns raised.

9. RELATED POLICIES

- Child Safety Code of Conduct
- Student Code of Conduct
- Safeguarding Children and Young People Policy
- Complaints Resolution Policy
- Privacy Policy
- CCTV, Video and Photography Policy