



St Michael's Collegiate

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| Subject: Positive Community Relationships – Parents' Code | Policy No: ADM10 – Version 4 |
| | Effective: June 2016 |
| | Revised: December 2023 |
| Covers: All Parents, Guardians and Carers | Review Date: December 2026 |

Purpose: To promote a safe and caring environment for all members of the St Michael's Collegiate Community. The Positive Community Relationships – Parents' Code has been developed by the School and supported by the Collegiate Parents and Friends' Association to clearly articulate the importance we place on respectful relationships within our community which reflect our Guiding Principles and Values. The Parents' Code also recognises and respects the diversity of individuals in any learning community and emphasises the importance of parents' involvement in their child's / children's educational experience.

Scope: This policy refers to all parents, guardians and carers (hereby called Parents) of students who attend St Michael's Collegiate School or any School sanctioned activities. It aims to ensure that the rights and wellbeing of students, staff and parents are respected and upheld.

Background: All members of the community including parents, students, teachers, business services staff and volunteers have a right to feel safe and secure in our School Community. This Parents' Code sets out guidelines that promote positive relationships within the School Community which are aligned to our Christian values and should be read in conjunction with our Safeguarding Students and Children Policies and Guidelines outlined in the Parent Handbook and on our website. These guidelines support appropriate behaviour to ensure that all interactions with students and adults is respectful and considerate and seeks to ensure the safety and wellbeing of students, families and staff.

Policy: The School believes that all learners have a right to participate in challenging and engaging learning opportunities that are conducted in an environment that is collaborative and courteous. Our Values (Courage, Integrity and Compassion) drive the development, maintenance and growth of a respectful school culture. We hold high expectations of staff and student behaviour. Accordingly, we hold high expectations about the quality of interactions between all members of our School community, including parents working collectively to build a positive environment and a culture of respect based on responsibility, integrity and accountability.

In all interactions, Parents are expected to uphold and act within the following guidelines:

- Communication should be conducted in a courteous and acceptable manner.
- Parents will read, follow and abide by the Safeguarding Children Guidelines.
- Parent meetings with teachers to discuss concerns should be planned rather than expecting them to be held without prior arrangement or notice.
- Concerns should be raised using the correct procedures and personnel.
- No member of our community should approach another in a confrontational, violent, aggressive or threatening manner.
- Complex issues may take time to resolve and staff may need appropriate time to investigate and manage particular issues. Staff will communicate with parents when appropriate to do so.
- Interference with a staff member or volunteer doing their job is not acceptable.

- Constructive feedback on school activities or events, or in relation to children and/or staff of the School should be provided to the School for consideration, rather than criticising publicly.
- Actions or behaviours that could be inferred as harassment or discrimination, including the inappropriate use of social media are not considered appropriate.
- Approaching and reprimanding another student to discuss or chastise them because of actions towards their own child during any School sanctioned activity is not condoned.
- Behaviour that in any way causes concern or alarm to students, staff, parents or other visitors to the School is unacceptable.
- Interactions that treat others fairly and recognise and respect diversity are expected from all community members.
- Conflict should be resolved respectfully and in a restorative manner.

Failure to abide by this Positive Community Relationships – Parents' Code may result in a restorative conversation and in extreme circumstances, in the interest of duty of care, a sanction of one or more of the following:

- The offending adult may be directed to leave the School grounds immediately.
- Contact may be made with appropriate authorities, such as the Police.
- The offending adult may be excluded from the School premises or events.
- The offending adult may be requested to meet with the Principal to discuss potential termination of enrolment of children at the School as a result of the behaviour.

The following pathways provide guidance for timely and efficient management of concerns:.

| Issue | Communication Pathways |
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| Concerns about your child's Wellbeing | Contact your child's Mentor in the first instance. If it is a sensitive issue, contact the Year Level Coordinator / JS Pastoral Coordinator / Head of School. |
| Concerns about your child's Academic Progress | Contact the teacher of the subject concerned, if the concern is general contact their Mentor to arrange a meeting. |
| Concerns about the behaviour of other Students | Contact the Year Level Coordinator / Head of School or Deputy Principal. |
| Concerns about School Policies or Procedures | Contact the Head of School or Deputy Principal. |
| Concerns about a teacher's actions | If it is about your child's class, contact the teacher concerned. If the issue is more sensitive contact the Year Level Coordinator / Head of School. |
| Concerns or issues between parents which do not relate to the students of St Michael's Collegiate School | The School is not able to address issues that occur between parents that are unrelated to school matters. |
| Concerns about Sporting matters | Contact the Sports Administrator or Head of School. |