

Parent Code of Conduct

(For Parents, Carers and Visitors)



In Him We Grow

**ST NARSAI
ASSYRIAN CHRISTIAN COLLEGE**

JULY 2020





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PARENT CODE OF CONDUCT (For Parent(s)/Carer(s) and Visitors)

1. Background

- All students, parents, teachers and staff at St Narsai Assyrian Christian College have the right to be safe and feel safe in their college community. With this right comes the responsibility to be law-abiding citizens and to be accountable for actions that put at risk the safety and well-being of others.
- This *Parent Code of Conduct (for Parents, Carers and Visitors)* provides members of the St Narsai Assyrian Christian College Community with guidelines for effective development of positive and productive relationships within the College. It also supports adult role modelling of student behavior expectations at St Narsai Assyrian Christian College. Student behavior expectations are encapsulated in the concept of 'SHARP'; **S**afe, **H**igh Expectations, **A**chieve, **R**espect and **P**repared.

2. Purpose

- This Code has been developed so that those with parental responsibilities are aware of and meet the School's expectations with regard to their interaction with the College, its Teachers, other Parents and Students.
- For the purpose of this policy
 - '*College Community*' includes the Principal, all staff, employees, students, parents, carers, relatives, friends, supporters of the College. This is extended further to include members of the Assyrian School Board and clergy of the Holy Apostolic Assyrian Church of the East.
 - '*Parent*' refers to any adult with parental responsibilities to a student attending St Narsai Assyrian Christian College or the parent's representative.
 - You are obliged to observe the Code in accordance with the conditions of your child's enrolment.

3. **General Role of the College**

The College is responsible for establishing and administering the policies, procedures and rules which govern its day to day operations. It is important that Parents recognise and respect this, adhere and have their children adhere to the College's requirements, and support its policies, procedures and decisions.

4. Student Behaviour Support

- The College expects students to comply with its rules and expectations and not engage in behaviour which is harmful to others or is contrary to the ethos of St Narsai Assyrian Christian College. Parents are expected to support the College in relation to its Student Behaviour Support policy and not do anything which undermines its authority. It must be understood that in the case of minor breaches of school expectations, the College will determine the process for managing such matters; be the conciliator of what took place and will come to a decision about an appropriate consequence. It will not engage in debate about the details of the conduct or the appropriateness of the consequence. It will share information it deems appropriate with Parents.
- In relation to more serious breaches of College expectations, which may result in suspension or expulsion, the College will inform Parents of the matter and will deal with it in accordance with the College's Student Behaviour Support Policy other policies. While Parents will be consulted, the final decision will be the School's.
- If a parent disagrees with the School's decision, refer to the College's *Student Behaviour Support Policy and Procedures* for information regarding the *right of response* and the *right to appeal*.

5. Interaction with Staff

- The College conducts regular meetings between Staff and Parents at which the student's progress can be discussed. There may be other times when a parent or Staff member requests a meeting to discuss particular issues that may arise during the course of a student's schooling.
- If a parent wishes to meet with a staff member, they should make an appointment so that a mutually convenient time can be arranged. This can be done through the College's Administration office.
- Parents should never attempt to contact a staff member at their home, via personal social media accounts or personal contact number.
- Parents also can make an appointment to see the Principal, Deputy Principals or Year Advisors about any particular concerns they may have relating to their child.
- It is important that Parents show respect for Staff and not publically criticise them or seek to undermine their authority. If a parent has a particular concern about a member of Staff, they can raise it with the Staff member concerned or with the Principal or Deputy Principal. However, when doing so, they should observe the general rules of conduct set out in this Code.
- The College has a duty of care to protect all Staff and for this reason any aggressive or abusive behavior will not be tolerated.

6. Complaints

Parents have the right to complain. For further details please refer to the *Complaints and Grievances policy* from College reception

If a parent has a complaint about an issue, they are to contact the college on 88181300 or send a letter, addressed to the Principal regarding their concerns. The relevant staff member will see to the concern and contact the parent/carer. For examples, see below;

Issue	Staff Member
Classroom/Subject issues	Student's subject teacher/ KLA coordinator
Your child has issues with their peers	Year Adviser/PC Coordinator
Complaint about a teacher	Deputy Principals
Any other matter	Contact the College and we will inform the relevant staff member to address the issue.

- If a parent wishes to make a complaint, they should not use rude or abusive language. This is highly inappropriate, not productive and can make it harder to resolve concerns.

7. General Interactions

- Communications whether verbal or in writing with members of the College Community whether Teachers, Administration Staff, other Parents or Students should:
 - show respect, courtesy and consideration;
 - not harass or bully another person;
 - not threaten or have a threatening tone;
 - not use intemperate language; and
 - not be confrontational.
- Social media should not be used to criticise or vilify others in the College Community.

8. Sport

- At times, when Parents attend sporting events, they should exercise restraint when supporting College teams. In particular, they should not abuse, threaten or otherwise seek to intimidate an umpire or referee or be directed against a player, or any College representatives.
- Staff at the College pick teams based on their view of the most appropriate selection at the relevant time. It is not appropriate for Parents to complain about the failure of their child to be picked for a particular team.

9. Separated Parents

Where some students have parents that are separated or divorced, parents should not attempt to involve the College in any parental dispute that may arise. The College is not able to make judgments on the merits of claims made by one parent against another and should not be asked to do so, nor should it be asked to take any action which would or is designed to disadvantage one party. The College will of course observe any orders made by a Court in relation to a student or communications with Parents.

10. Finance

Any issues with the financial commitment to the College are to be directed to the Assyrian Schools Ltd Finance Department which can be contacted on 97534185 or the College's Chief Financial Officer (CFO) on the same number.

11. Failure to Observe this Code

- If a Parent fails to observe this Code after being warned about a breach, the College may:
 - terminate any conversation or meeting
 - direct the person to immediately leave College premises
 - lawfully ban , or restrict access of any member of the school community (by letter) from being on school grounds in general by issuing an *Inclosed Lands Protection Act (1901)*;
 - limit their access and communication to a Teacher or any member of staff;
 - limit/ban their access to the College premise and/or all College events;
 - terminate the enrolment of the Student or
 - determine the appropriate consequences according to the nature of the breach and the law.