

Document Title: Parent Code of Conduct	 <b>EMMANUEL ANGLICAN COLLEGE</b> <i>Learning ~ Living ~ Leading</i>
Section: Codes of Conduct	
Date Updated: November 2023	

## 1. POLICY OBJECTIVE

Emmanuel Anglican College (EAC) is committed to ensuring a respectful learning environment that is safe, positive and supportive for all students, staff and visitors of the College. It is the intention of the College to provide clear guidelines to all parents and visitors regarding the conduct expected of them whilst on the College premises, engaging in College related activities or representing the College. Parents and visitors are expected to uphold the College's core values at all times.

## 2. APPLICATION

This Code applies to all Emmanuel Anglican College's parents/carers and visitors to the College. The application of this Code is not limited to the College site and College hours. It extends to all activities and events that are College-related and when visiting or representing the College, including without limitation at all times when wearing the College uniform. The Code also requires that parent/carer or visitor actions do not bring the College into disrepute at any time regardless of whether the action occurs within or outside of College activities or on Social Media.

Definition of a 'Parent' and 'Visitor':

For the purposes of this policy, 'Visitor' of EAC includes anyone visiting the College who is not a current student or employee. Reference to 'Parent' includes 'Carers'.

## 3. BASIC PRINCIPLES

This Code of Conduct is based on the following Principles that everyone at the College:

- has the right to be safe;
- has the right to be treated with respect and be valued even in disagreement;
- has the right to participate within a secure environment without interference, intimidation, harassment, bullying or discrimination;
- is encouraged to be respectful, polite, courteous and considerate of others; and
- has the right to be supported and challenged as ongoing learners.

### 3.1. Expected Conduct and Bearing of All Parents and Visitors

It is expected that every parent and visitor will:

- uphold the College's core beliefs and values;
- comply with the College's child safety policies and procedures at all times;
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others;
- abide by all health and safety rules and procedures operating within the College and other locations at which they may visit whilst representing the College;
- ensure that their actions do not bring the College into disrepute;
- respect College staff and accept their authority and direction within the exercise of their duties at the College;
- observe all College rules and instructions as required;
- strictly adhere to the College's policies and procedures as required;
- behave with respect, courtesy and consideration for others;

- refrain from all forms of bullying and harassment;
- refrain from any form of verbal insult or abuse and from any form of physical abuse or intimidation;
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of the College, employees or students of the College (including activities on social media);
- respect College property and the property of staff, contractors, volunteers and other students;
- not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health whilst visiting the College site, attending College functions or engaging in College based activities;
- respect College staff and accept their authority and direction within the exercise of their duties at the College;
- use the College's Complaints Handling Policy to seek resolution for any problems that arise, and accept the College's procedures for handling matters of complaint;
- respect the privacy and safety of students and members of staff and refrain from taking photographs and/or filming as and when directed by the College through policy, procedure, guideline, signage and/or verbal instruction.

### 3.2. Unacceptable Conduct

Unacceptable conduct includes, but is not limited to:

- touching, handling, pushing or otherwise physically or sexually engaging with students, staff, parents or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person;
- any form of physical or verbal violence including fighting, assault or threats of violence;
- approaching a child that is not your own with a view to disciplining that child for their behaviour (such matters are only to be dealt with by College staff);
- approaching other College parents to resolve issues arising between students at College (such matters should be referred to College staff);
- any form of cyber bullying or cyber abuse that is directed towards the College, staff members, students or parents or any member connected to the College;
- any form of threatening language, gestures or conduct;
- language or conduct which is likely to offend, harass, bully or unfairly discriminate against any student, employee, contractor, volunteer or other;
- continually haranguing, harassing or bullying a staff member because you disagree with their decision/s;
- theft, fraud or misuse of College resources;
- the use of inappropriate or profane words or gestures and images;
- visiting College, attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health;
- smoking/vaping on the College premises or within the immediate environs of the College;
- and
- claiming to represent the College in any matter without explicit permission from the College Principal to do so.

### 4. BREACH OF THE CODE OF CONDUCT

Parents and visitors who breach the Code of Conduct will be contacted by the College Principal or their delegate and advised of unacceptable behaviour and the appropriate action to be taken, which may include being banned from coming onto College grounds, attending College functions or communicating with staff and students.

Parents who continually breach the Code of Conduct will be referred to the Principal, who has discretion to take action which may include termination of their enrolment agreement.

In accordance with applicable legislation and the College's Child Protection Policy, the Police and/or other relevant authorities will be informed of any unlawful breaches of this Code.

## **5. POLICY COMPLIANCE MONITORING**

### **5.1. Policy Compliance Monitoring**

- Compliance with this policy will be monitored by all EAC staff.

## **6. RELATED POLICIES, PROCEDURES AND LEGISLATION**

### **6.1. Emmanuel Anglican College policy and procedure linkage**

- Child Safety Code of Conduct.
- Child Protection Policy.
- Student Code of Conduct.
- Complaints Handling Policy.