



**TRINITY**  
ANGLICAN COLLEGE

## **PARENT CODE OF CONDUCT**

### **RATIONALE**

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

### **AIMS**

This Code has been developed so that parents and those with parental responsibilities are aware of and meet the College's expectations with regard to their interaction with the College, its teachers and staff, other parents and students. Adherence to this Code is important to promote positive and productive relationships within the School community.

### **GUIDELINES**

#### **Discipline**

The College expects students to comply with its rules and not engage in behaviour which is harmful to others or is contrary to the ethos and philosophy of the College. Parents are expected to support the College in relation to its discipline policy and not do anything which undermines its authority. It must be understood that, in the case of minor disciplinary matters, the College will be the arbiter of what took place and what is a fair punishment. It will not engage in debate about the details of the conduct or the appropriateness of the punishment.

In relation to more major disciplinary matters 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 disciplinary procedures. While parents will be consulted, the final decision will be the College's.

#### **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. The College expects parents to make every reasonable effort to attend a student meeting if specifically invited by a member of Staff.

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 office.

Parents should never attempt to contact a staff member at their home, or by personal phone, unless the staff member requests this.

Parents also can make an appointment to see the Principal about any particular concerns they may have relating to their son or daughter. The Principal may, at his or her discretion, appoint a delegate to attend the meeting on his/her behalf.

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. 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. In the event where a parent does not comply with this, they will be asked to leave the premises and the Police may be called. At the Principal's discretion further action may be taken.

### **Complaints**

If a parent has a complaint about an issue, this should, in the first instance, be presented to the teacher responsible for the particular area of activity (eg classroom teacher). If the matter is not resolved at this level, please refer to the attached chart *Communication Flowchart to Resolve Student/Parent Concerns*. The College asks that parents present concerns to the classroom teacher or House Mentor first as the initial port of call.

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

### **Interactions Generally**

Communications whether verbal or in writing with other 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 use intemperate language; and
- not be confrontational.

Social Media should not be used to criticise or denigrate others in the College community. Parents who cause damage to the reputation of the College or its staff on Social Media may be directed to withdraw their child/ren from the College.

### **Sport**

Parents are welcome to attend sporting events, but should exercise restraint when supporting College teams. In particular, they should not abuse, threaten or otherwise seek to intimidate an umpire or referee, or any player, parent or any College or School representatives.

The Sports coaches 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 if their child is not selected for a particular team.

### **Separated Parents**

Parents should not attempt to involve the College in any parental dispute that may arise. It is not appropriate for the College to make judgments on the merits of claims made by one parent against another and it should not be asked to do so. Nor should it be asked to take any action which would or is designed to advantage/disadvantage one party. The College will, of course, observe any orders made by a Court in relation to a student or communications with parents.

### **Failure to Observe this Code**

If a parent fails to observe this Code after being warned about a breach, the College may:

- limit access to a teacher or teachers or other staff;
- limit access to the College premises or sporting or other College events; or
- terminate the enrolment of the student.

### **REFERENCES**

TAC Code of Conduct

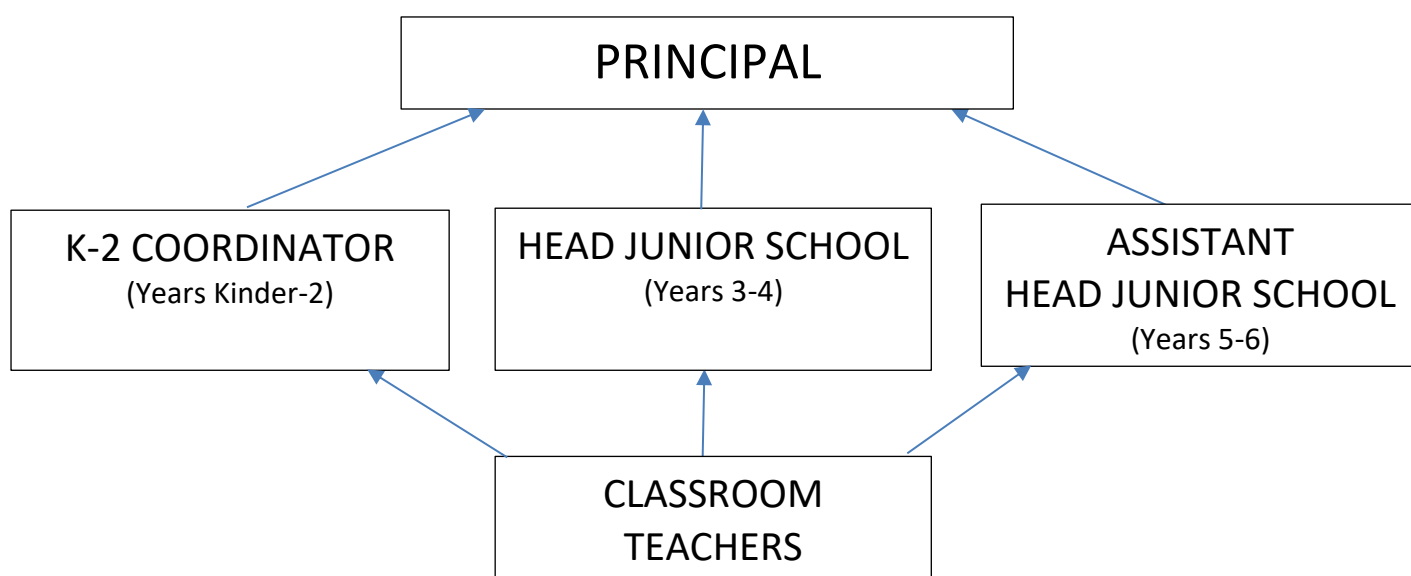
TAC Bullying, Harassment and Discrimination Procedures (Students)

ASC Child Protection Policy – NSW

The Association of Independent Schools NSW

# COMMUNICATION FLOWCHART TO RESOLVE STUDENT / PARENT CONCERNS

## JUNIOR SCHOOL



## SENIOR SCHOOL

