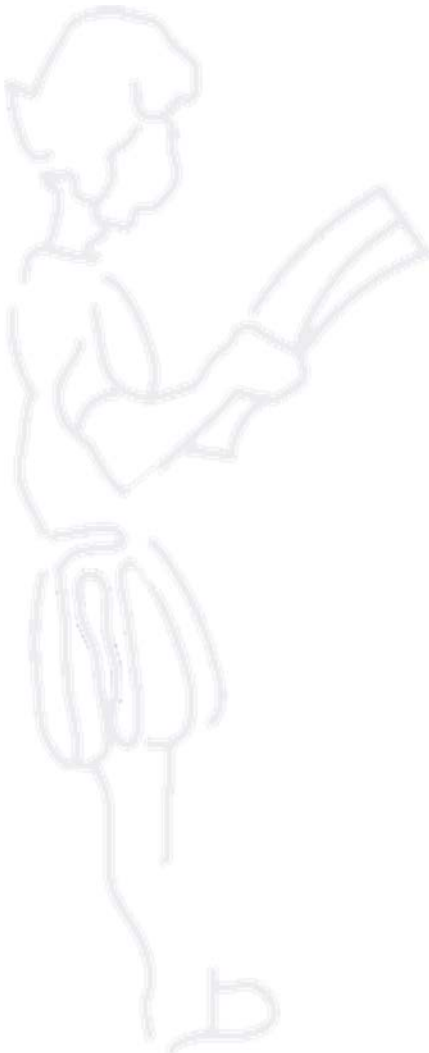




montessori school

## Banksia Montessori School



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# Code of Conduct Parents/Guardians and School Council Members

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## Revision Notice

This is a managed document. All copies of this document preceding this release are obsolete and shall be destroyed.

This Codes of Conduct document is:

- Version 4
- Dated 31<sup>st</sup> August 2020

This document was compiled using Microsoft Word 2016.

### Revision History:

Version Number	Date	Modification	Author
1.0	2/12/2016	Review of AISWA's guidelines	Fleur van Butzelaar
2.0	24/01/2018	Annual review	Fleur van Butzelaar and Sandra Gyles
3.0	04/09/2019	Annual review	Fleur van Butzelaar
4.0	31/08/2020	Annual review	Fleur van Butzelaar

The Codes of Conduct for Banksia Montessori School will be reviewed annually.

Signed by Chairperson on behalf of the School Council:

Date:



## 1 Introduction

This Code of Conduct has been endorsed and approved by the Council of this School. A copy of this code can always be accessed on the parent noticeboard. The aim of the Code of Conduct is to ensure our commitment as a School Community, to providing a child-friendly, safe, nurturing, respectful and tolerant environment for everyone in our School Community. Successful enrolment of a child into the School denotes automatic acceptance of this Parents and School Council Code of Conduct.

The School expects council members, parents, guardians, staff and students to behave in a manner that is consistent with our values and beliefs in terms of the provision of a child-friendly, safe, nurturing, respectful and tolerant learning environment. All members of our School community are expected to behave in a manner towards themselves and others in such a way that these values and beliefs are modelled to all those within our School environment.

## 2 Parents/Guardians

Parents and guardians **agree** to:

- learn more about Montessori philosophy so that they are able to effectively understand and communicate with educators
- give their full support to the Principal, staff and School Council in their administration and governance of the school respectively
- openly discuss their ideas or concerns with Council members, the Principal and staff
- take seriously any disclosures a child has in terms of grooming or abuse and immediately inform the School
- support the protective behaviours curriculum and ensure that their child attends the protective behaviours' lessons
- make every effort to attend School Community learning on child abuse, grooming, vulnerability and how to protect children from abuse
- when volunteering for School activities not engaging in inappropriate interactions with the students
- work collaboratively with staff by dealing with matters of concern and respecting professional advice given by staff and the Principal regarding their child/children
- familiarise and follow the School's policies and procedures
- support often difficult choices the School Council and Chairperson make in the interest of the whole School
- be aware of and adhere to the processes available to raise complaints
- participate in the School Community in a constructive and respectful manner
- respect the rights and privacy of others

## 3 School Council Members

Members of the School Council are **accountable** for:

- acting with integrity, honesty and due diligence in making decisions in the best interests of

the School as a whole

- ensuring that policies and procedures of the School are administered appropriately and training takes place
- ensuring that all legal obligations of the School are fulfilled
- respecting and maintaining confidential information that is discussed in Council meetings, or that may be given in the course of working on the Council.
- taking seriously any disclosures students or School staff have in terms of grooming or abuse and complying with legal and all other obligations
- supporting the Protective Behaviours Curriculum and ensuring that the School's Protective Behaviours Curriculum is reviewed on an annual basis in light of experience and relevant research
- making every effort to attend, with the whole School Community, learning provided on child abuse, grooming, vulnerability and how to protect children from abuse
- when volunteering for School activities not engaging in inappropriate interactions with students
- ensuring that all physical entrances and exits to the School can be seen by Staff members and a record is kept of all visitors
- ensuring that plans are in place for all staff to show their commitment to a Staff Code of Conduct that giving clear guidelines in terms of appropriate and inappropriate behaviour towards students and other members of staff, and an understanding of what is considered to be grooming and sexual abuse
- making every reasonable attempt to ensure that measures are in place to deter child abusers from becoming employees of the School or members of the School Council
- ensuring that complainants of grooming or child abuse by staff, are informed about the advocacy, support and other services which may be available to them
- ensuring that a consultative process takes place with the relevant government authorities to determine what information to relay and to whom, when grooming or abuse has been alleged
- reporting to the Director General as prescribed when reasonably suspecting grooming or child abuse
- not victimising members of the School Community for making an allegation in accordance with School policies

## 4 Breach of the Code

Breach of this Code by a parent/guardian

If a parent/guardian in the Banksia School Community breaches this code they will, depending on the nature of the breach, be reminded of their agreement to this code. If the breach continues, or is of a serious nature, they will be informed both verbally and in writing of the outcomes resulting from this breach, by the School Council. Further action may be taken, if the breach is not resolved. The Council will have a final say on whether a breach has occurred and what action needs to be taken.

Where a breach is by a School Council member, they will be advised by the Chairperson of the outcomes resulting from this breach.

Code of Conduct Parents, Guardians and School Council Members	
Signed by Chairperson:	Council Approval Date: 31 <sup>st</sup> August 2020
	Council Review Date: August 2021