

**HELENA COLLEGE**

*Bringing out the best together*



# Community Code of Conduct





## Community Code of Conduct

### AIM

An engaged community of members who share our College beliefs and values and who support our endeavours, is critical in helping to build and maintain an effective school.

Helena College has a body of enthusiastic community members who are involved with many aspects of school life. Through partnerships with our community members we have developed a very high standard of **education** and **civic responsibility** in our students with both being highly valued in our community.

Helena College sets high standards for our students and we rely on parents/guardians and other community members to work in partnership with the school in *Bringing Out The Best Together*, helping our students to be the best they can be.

Appropriate conduct on school grounds by all community members is central to ensuring we achieve this goal. It is an expectation that all members of the Helena College community, including parents, carers and guardians, demonstrate and model our Vision, Mission and Values at all times within the school, setting an example with their own actions, behaviour and speech.

This Code of Conduct sets clear standards of behaviour that are expected of community members in the school environment or when attending any College related function or activity at any other location. Specifically, the Code of Conduct:

- provides a set of general principles to guide community members in their interaction with staff, students and other parents of the College
- communicates the College's expectations as to how community members should conduct themselves when on campus grounds or when involved in College events or activities.

This Code is not intended to comprehensively address every situation but is a general guide only.

### PARENTS, CARERS and GUARDIANS SUPPORT OF THE COLLEGE

Parents, carers and guardians play an important role in the education of their children and have a responsibility to support the efforts of the College in maintaining a safe and respectful learning environment for all students. Parents, carers and guardians fulfil this responsibility when they:

- Show an active but non-invasive interest in their child/children's school work and progress;
- Help their child/children to be well groomed and appropriately dressed according to the College Uniform Guidelines;
- Help their child/children to be prepared and arrive on time for school each day;
- Ensure that their child/children actively participate in the camps programme as a compulsory part of the curriculum;
- Communicate in a courteous and respectful manner towards staff members, other parents and community members at the College. Abusive or threatening communications in any form are totally unacceptable (including on social media); and
- Follow our Disputes and Complaints Resolution Policy and Procedures when they have a concern.



## STANDARDS OF BEHAVIOUR

Community members must:

- Refrain from swearing, use of derogatory terms, sexual or racial jokes, innuendo and other inappropriate language around students in the campus environment or at any College related function.
- Give due respect to the reputation and good name of the College and its staff when using social media.
- Ensure that their relationships with students are strictly in accordance with appropriate roles and that favouritism and special treatment are avoided at all times (refer to the Volunteer Policy).
- Ensure that physical contact with students is appropriate given the age of, and relationship with, the student, such that questions of impropriety do not arise.
- Respect diversity in people, their ideas and opinions and treat others fairly regardless of their race, ancestry, place of origin, colour, ethnic origin, citizenship, religion, gender, sexual orientation, age or disability.
- Respect the legal and moral rights of others and treat them with dignity, civility and respect at all times, *especially when there is disagreement*.
- Support the College and its staff in the development of a values-based learning community, based on the College's Vision Mission and Values.
- Support the College's Policies (available on the website and via SEQTA > Documents).
- Acknowledge that the Principal is responsible for implementing the College Policies and Procedures that support the College Vision, Mission and Values.
- Work with the College to deal promptly with any areas of concern, following the lines of communication as detailed in the Disputes and Complaints Resolution Policy.
- Seek staff assistance, if necessary, to resolve conflict peacefully and in a conciliatory manner.

## BREACHES OF THIS CODE OF CONDUCT

**Community members who breach the Code of Conduct will be subjected to action by the College.**

The consequences to a College community member for breaching this Code of Conduct will be determined by the Principal (after consultation with the Chair of Council if appropriate and with referral to Section 75 of the School Education Regulations 2000) and may include one or more of the following:

- The College may ban any member of the College community from being on campus grounds.
- The College may ban any member of the College community from attending any co-curricular activity.
- The College may direct that any parent, carer or guardian may only communicate with members of staff through a nominated College representative.
- In the case of extreme or prolonged breach of this Code of Conduct by a parent, carer or guardian the College may terminate the enrolment of the child of that parent, carer or guardian.
- The College may take such other steps as it may, in its reasonable discretion, determine appropriate according to the nature of the breach.

**Review:**

Authors	Date	Comments
DC/GFC Executive Team	29/3/2019	Reviewed and updated v2