

SEAFORD PARK PRIMARY SCHOOL'S CODES of CONDUCT

Date approved by School Council	<i>6th December 2016</i>
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As a parent, you play an influential role in the development of your child's social understanding. At Seaford Park Primary School, we have strong core values which enable students to manage themselves in a socially competent manner.

Our school values are:

1. **Respect:** This means treating one another and the school environment with consideration and courtesy.
2. **Responsibility:** Developing responsibility for their own actions
3. **Honesty:** This means communicating truthfully and in a tactful manner
4. **Motivation:** This means to be stimulated, engaged and excited about a task. To perform at an optimum level
5. **Friendliness:** This means creating a positive environment that allows everyone to feel comfortable, acceptable and cared for
6. **Fairness:** Demonstrating understanding, compassion and support in a sincere manner.

We expect the Seaford Park Primary School parents to demonstrate the same values at all times within the school setting. As a parent you are expected to support your child in all their educational endeavours by giving praise and showing interest in their school activities.

You can help your child to discover that giving of your very best is what matters rather than always comparing yourself against the capabilities of others.

All our children have the right to feel safe at school. There may be times when you feel that the action of another child has infringed the rights of your own child.

Under no circumstances is a parent or guardian to approach another child whilst they are in the care of the school to discuss or chastise them because of their actions towards their own child. Such an approach to the child may be seen to be an assault on the child and may have legal consequences. This can be seen as bullying behaviour by the parent.

You are encouraged to approach the class teacher or Principal to seek an equitable and peaceful solution.

Child Safe Statement of Comittment

Seaford Park Primary School is committed to the safety and wellbeing of all children and young people. This will be the primary focus of our care and decision-making. The school community takes a preventative, proactive and participatory approach to child safety.

Seaford Park Primary School has zero tolerance for child abuse and is committed to providing a child safe environment where children and young people feel safe, and their voices are heard about decisions that affect their lives. Particular attention will be paid to the cultural safety of Aboriginal children and children from culturally and/or linguistically diverse backgrounds, as well as the safety of children with a disability.

We ensure children know who to talk with if they are worried or are feeling unsafe, and that they are comfortable and encouraged to raise such issues. We foster a culture of openness that supports all persons to safely disclose risks of harm to children. We engage only the most suitable people to

work with children and have high quality staff and volunteer supervision and professional development.

Every person involved in Seaford Park Primary School has a responsibility to understand the important and specific role he/she plays individually and collectively to ensure that the wellbeing and safety of all children and young people is at the forefront of all they do and every decision they make.

The school's Code of Conduct is available on the school's website.

At Seaford Park Primary School:

- Bullying has no place within our community and as such will not be tolerated. This is as true for adult-to-adult, adult-to-child interaction as it is for child-to-child
- Behaving in an aggressive and/or threatening manner towards staff is not appropriate. All interactions between members of our community must be in keeping with the school's values
- Instances of bullying must quickly be brought to the attention of the Classroom Teacher, Assistant Principal or Principal so a solution may be achieved for all involved in the conflict
- Please try to have a positive and open mind. We all have bad days and at times events occur which don't always appear fair. However, it is often the case that the injustice was not intentional, and many times not even apparent to others
- Always approach these situations in a spirit of co-operation, understanding and genuine partnership. You are a role model for your child. Your child copies your behaviour

We attempt to resolve these issues through:

- Calm discussions between the parties directly involved whilst respecting the dignity of each and every person
- Being prepared to actively listen to another's point of view.
- Allowing correct procedures to be followed to allow all parties to be heard

If the conflict centres on a classroom issue:

- The first contact should always be with the classroom teacher.
- If a resolution is not reached, then it is appropriate to involve the Assistant Principal or Principal with the aim of reaching a solution

Parents who breach the Code of Conduct will find themselves subject to further action by the school.

We value harmonious social and friendly relationships that our students can use in the wider world. We believe that most situations can be resolved to the satisfaction of all parties. We aim to prepare our children for the challenges they may meet later in life, in partnership with you, their parents and guardians.

Our school community is committed to creating an educational environment that fosters the development of supportive caring relationships between students, parents and teachers. Our aim is to help our students develop a positive self esteem, personal responsibility and self discipline.

Social skills and the teaching of values are incorporated into the school's classroom programs. There is a focus on developing students' understanding of their rights, class norms, responsibilities of others and appreciation of the worth of others.

Students' Rights

All students at Seaford Park Primary School have the right to:

- feel safe
- to be treated with respect
- be listened to
- be taught in a productive learning environment
- be accepted as individuals
- have their own property respected
- play without interference

Students' Responsibilities:

All students at Seaford Park Primary School have the responsibility to:

- be co-operative and considerate
- respect the rights of others and their property
- allow other students to learn and play without interference
- follow school rules and class norms
- use positive language
- assist others to feel safe and happy
- listen to others
- care for school resources

Parents' Rights:

All parents at Seaford Park Primary School have the right to:

- access the Principal and Assistant Principal, teachers and support staff involved in the education of their child by making an appointment
- communicate issues to staff that may affect a student's performance at school
- be treated with respect and have their opinions heard and valued
- be regularly informed about their child's progress at school
- be informed regularly about school events and issues
- be actively involved in their children's education
- expect their children will be educated in a secure environment

Parents' Responsibilities:

All parents at Seaford Park Primary School have the responsibility to:

- respect all members of the school community demonstrating etiquette and manners
- instil in their children a positive attitude to learning, discipline and school
- support and contribute to the school's policies and curriculum
- support the staff to maintain a positive and safe learning environment and provide a high standard of education
- ensure your child conforms with the requirements of the school's dress code
- ensure your child attends school regularly and on time and provide the school with a written explanation of any absence
- inform the school if your contact information changes
- communicate openly, through correct channels, issues that may affect student's performance at school



SeafordPark
Primary School

POLICY INDEX

- report any concerns about a child's wellbeing or safety to the school Principal or Assistant Principal, especially if they believe a child may or has been subjected to child abuse

Staff Rights:

All staff at Seaford Park Primary School have the right to:

- be treated with respect
- teach in an orderly and cooperative manner
- work in a safe, supportive and discrimination free environment
- be shown courtesy and consideration by all the school community
- be valued as a professional
- communicate with parents in an atmosphere of mutual respect
- feel secure as a member of a team
- have access to professional development
- be supported and assisted by parents in their child's learning

Staff Responsibilities:

All staff at Seaford Park Primary School have the responsibility to:

- create and maintain safe, positive, stimulating and challenging learning environments
- recognise the rights of students and parents and treat all members of the school community with respect
- fairly, reasonably and consistently implement the Seaford Park Primary School Engagement and Inclusion policy
- respond effectively to Department of Education and Training (DET) initiatives and priorities
- offer support to colleagues
- effectively communicate with their colleagues regarding all aspects of children's wellbeing
- attend professional development
- plan and assess for effective learning and report to parents on student progress
- encourage parent-teacher contact through newsletters, open nights, special events, interviews (formal and informal)
- encourage parent participation in educational programs and children's learning
- encourage the involvement of the community in our school
- listen and respond to the views and concerns of children, particularly if they say that they or another child has been abused and/or are worried about their safety or the safety of another
- encouraging children to 'have a say' and participate in all relevant organisational activities where possible, especially on issues that are important to them.
- promoting the cultural safety, participation and empowerment of Aboriginal children (for example, by never questioning an Aboriginal child's self-identification)
- promoting the cultural safety, participation and empowerment of children with culturally and/or linguistically diverse backgrounds (for example, by having a zero tolerance of discrimination)
- promoting the safety, participation and empowerment of children with a disability (for example, during personal care activities)
- ensuring as far as practicable that adults are not left alone with a child
- if an allegation of child abuse is made, ensure as quickly as possible that the child(ren) are safe



SeafordPark
Primary School

POLICY INDEX

- reporting concerns about a child's wellbeing or safety to the Principal or Assistant Principal in a timely manner, especially if they suspected that a child has been subjected to child abuse or may be subjected to child abuse
- take all reasonable steps to protect children from abuse
- follow the school referral process if they have concerns about a child's learning and/or wellbeing
- carefully supervise visitors and volunteers



Codes of Conduct

Student Agreement

I have read Seaford Park Primary School's Student Code of Conduct. I understand that I am expected to follow the school rules, classroom norms, rights and responsibilities.

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Student's Name

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Student's Signature

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Date

Parent Agreement

I have discussed Seaford Park Primary School's Student and Parent Code of Conduct with my child and will assist and support them to follow the school rules, classroom norms, rights and responsibilities.

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Parent's Name

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Parent/Guardian's Signature

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Date

Evaluation

This policy will be reviewed as part of the school's three year review cycle or earlier if circumstances deem it necessary.