



## **CODE OF CONDUCT POLICY**

### **Parents/Caregivers and Visitors**

#### **VISION**

**We strive to deepen our relationship with God and one another and to intensify our work with those seeking a more just and inclusive world.**

**Faith, Growth and Unity are an expression of our school as a community of thriving people, capable learners, leaders for the world God desires.**

**We are a community of FAITH with a focus on GROWTH through education, which is achieved in UNITY with one another as a thriving community with a shared responsibility.**

## **1. RATIONALE**

- 1.1 Catherine McAuley School is committed to working alongside parents/caregivers to foster an open, welcoming, inclusive, and safe environment for all members of the school community. Catherine McAuley School views all parents, caregivers and visitors as valuable contributors and participants in the life of the school and therefore all members of the school community are expected to respect and support the rights of all others by adhering to the school and Mercy values of respect, belonging, safety, growth, compassion, justice, hospitality, service and courage in all interactions.

## **2. SCOPE**

21. This policy applies to all parents, caregivers and visitors in our community and is actively supported by staff working within or for Catherine McAuley School. The application of this policy extends to all instances where parents, caregivers and visitors enter school premises, attend school related events and encompasses all communications with school staff including communication that is in person, over telephone and through digital means.

## **3. POLICY STATEMENT**

- 3.1 Catherine McAuley School's Code of Conduct Policy aims to ensure that parents, caregivers and visitors are aware of the school's expectations when interacting with members of the community. The school is committed to nurturing an environment which is always welcoming, trusting, safe, open and promotes effective and respectful communication between all members of the school community in order to strengthen the partnerships required to meet the needs of the students entrusted in our care.

## **4. RESPONSIBILITIES**

- 4.1 Parents/caregivers and visitors to the school grounds will:
- uphold the Mercy and Catherine McAuley School's values of respect, belonging, safety, growth, compassion, justice, hospitality, service and courage;
  - show a high regard to the physical and emotional health, wellbeing, and safety of all members of the school community;
  - refrain from actions and behaviours that constitute bullying, harassment, discrimination or vilification;
  - refrain from the use of offensive, insulting, and/or derogatory language;
  - refrain from any form of physical or verbal violence including fighting, assaults or threats;
  - interact in a civil manner when communicating with staff, students, other parents/caregivers, and visitors;
  - not possess alcohol or illicit substances on School grounds;
  - not be intoxicated by alcohol or under the influence of illicit substances whilst visiting the school, attending school related events or communicating with school staff;
  - not vape or smoke on school premises;
  - not wear clothing on school premises with inappropriate or offensive words or images;
  - show proper care for school property and the property of others;

- respect the privacy of other members of the school community including staff, students and other parents/caregivers particularly with regard to social media;
- comply with all safety and emergency procedures when visiting the School or attending School related events, and in the event of an emergency follow the instructions given by any member of staff or emergency personnel.

4.2 Staff will:

- uphold the Mercy and Catherine McAuley School's values of respect, belonging, safety, growth, compassion, justice, hospitality, service and courage;
- in the Spirit of Catherine McAuley, treat parent/caregiver interactions with compassion, support, kindness and in a spirit of hope, unity and growth;
- model behaviour and actions that respect, promote, nurture, and protect healthy relationships with all parents/caregivers;
- be positive and authentic in all their interactions with parents, caregivers and visitors;
- implement the school policy in a fair, responsible, and consistent manner.

4.3 The School Leadership Team will:

- uphold the Mercy and Catherine McAuley School's values of respect, belonging, safety, growth, compassion, justice, hospitality, service and courage;
- promote models of behaviour and actions that foster healthy interactions between staff and parents, caregivers and visitors;
- ensure the Code of Conduct Policy is constantly reviewed and upheld;
- ensure parent and staff handbooks contain the Code of Conduct Policy and Procedures parents, caregivers and visitors;
- ensure the Code of Conduct Policy is published on the school website;
- support all members of the school community in relation to adhering to the policy.

## 5. BREACHES OF THE CODE OF CONDUCT

5.1 It is an ongoing requirement of your student's enrolment at the school that this Code of Conduct Policy is fully adhered to. The consequences for breaches of this policy will be determined by the Principal and may include, but are not limited to, the following:

- the school may ban a parent/caregiver from attending school grounds or school related events;
- the school may direct that a parent/caregiver only communicate with a nominated School representative through specific forms of communication;
- the school may terminate the enrolment of a student in extreme or prolonged breaches of the policy by a parent or caregiver associated with the student;
- the school may involve external authorities which may result in legal action being taken against a parent, caregiver and/or visitor.

## **6. RELATED DOCUMENTS AND REFERENCES**

- CESA/AISSA/DfE Protective Practices information for Parents and Caregivers (2019)
- SACCS Building Respectful Relationships for Suspension and Cancelling Enrolment (2019)
- SACCS Positive Behaviour Education and Student Support Policy (2025)1.
- Catholic Charter for Parents
- <https://www.esafety.gov.au/key-topics/cyberbullying>
- CMS Parent/Guardian Handbook
- CMS parent/Guardian declaration

## **DATE FOR REVIEW**

**Ratified by School Board:** 21 MAY 2025

**Review Date** 2030