

PARENTS/GUARDIANS/VOLUNTEERS CODE OF CONDUCT

1. Purpose

This document outlines the code of conduct for all Parents, Guardians and Volunteers associated with the Fremantle Christian College (FCC) community.

2. Scope

The Parents, Guardians and Volunteers Code of Conduct outlines the expectations that Parents, Guardians and Volunteers must adhere to whilst engaging with:

- Teaching Staff
- Students
- Support Staff
- Administration Staff
- Other Parents/Guardians/Carers/Volunteers

3. Application

This Code of Conduct is accepted by enrolling parties when the College Enrolment Form is completed and submitted.

This Code of Conduct also applies to other relatives (who are not enrolling parties and not estranged) yet are related to the students at the College. All parents who volunteer within the College must also adhere to this Code of Conduct.

4. Principles

Members of the College community have a responsibility to each other to ensure:

- That all members of the College community are treated with respect and courtesy
- That a safe environment is provided for the College community
- That all members of the community are free from any form of discrimination
- That members of the College community are not subjected to verbal or physical abuse, gossip or slander, or aggressive behaviour. FCC promotes a positive community feel and does not tolerate negative behaviours, whether these behaviours occur; onsite, offsite or online.
- That members of the College community have their belongings respected and cared for
- That College resources are respected and cared for
- That all members of the community adhere to the **Child Safe Organisation Framework**
- That the College is a smoke and alcohol-free environment

5. Responsibilities of Parents/Guardians/Volunteers

All parents and guardians of the student(s) enrolled in the College are responsible for ensuring that:

- all absences are reported by 9am each day. When the college attempts to communicate with the parent regarding an unexplained absence, the parent will respond on the day of the absence.
- extended absences (more than 3 days in a row or more than 20% of a term) are supported by a medical certificate upon return to the College
- they provide students with the required resources to complete their studies. This includes payment of all fees. If there are valid reasons for not providing payment of fees and/or other resources, the College must be notified.
- all required uniform items are provided and students wear the appropriate uniform each day, including the complete formal uniform and sports uniform on the correct day
- they show an active but non-intrusive interest in their child's education
- they support the College with any disciplinary concerns relating to their child
- they support the Christian Ethos of the College.
- they act respectfully to all members of the community onsite, offsite or online
- defects of facilities are reported to staff members promptly
- concerns about child abuse are reported to the Principal immediately.

6. Child Protection

All members of the College community have a responsibility to support a Child Safe Organisation Framework. In the event of a concern of abuse of a child within the College community, all matters must immediately be reported to the Principal.

Parents are not permitted to approach other students to discuss matters relating to conflict between students. All concerns must be directed to the relevant staff members.

Parents are also not permitted to seek out a teacher's private account online. Parents must always follow College procedure for communicating with teachers.

6.1. Privacy

The protection of the rights of students is paramount. All information relating to students may only be discussed within the College community between staff members as a collegial discussion, or with the parents of the student.

Members of the College community should respect the rights to privacy and adhere to the Privacy Policy.

6.2. Child Abuse

FCC explicitly forbids the use of any form of child abuse, corporal punishment or other degrading punishment. The majority of the staff at FCC are mandatory reporters and as a result will report all incidents that they believe constitute abuse.

Four forms of child abuse are covered by Western Australian law:

6.2.1. Physical abuse

- occurs when a child is severely and/or persistently hurt or injured by an adult or a child's caregiver

6.2.2. Sexual abuse

In relation to a child, includes sexual behaviour in circumstances where:

- the child is the subject of bribery, coercion, a threat, exploitation or violence
- the child has less power than another person involved in the behaviour
- there is a significant disparity in the developmental function or maturity of the child and another person involved in the behaviour

6.2.3. Emotional abuse

Includes:

- psychological abuse
- being exposed to an act of family and domestic violence

6.2.4. Neglect

Includes failure by a child's parents to provide, arrange or allow the provision of:

- adequate care for the child
- effective medical, therapeutic or remedial treatment for the child

6.2.5. Corporal Punishment

Any punishment in which physical force is used and intended to cause some degree of pain or discomfort, however light; typically involving hitting the child with the hand or with an implement; can also include, for example, forcing the child to stay in an uncomfortable position. It does not include the use of reasonable physical restraint to protect the child or others from harm (from UN Committee on the Rights of the Child, General Comment No. 8 (2006), paragraphs 11 and 15: CRC/C/GC/8, 2 March 2007).

6.2.6. Degrading Punishment

Any punishment which is incompatible with respect for human dignity, including corporal punishment and non-physical punishment which belittles, humiliates, denigrates, scapegoats, threatens, scares or ridicules the child (from UN Committee on the Rights of the Child, General Comment No. 8 (2006), paragraphs 11 and 16: CRC/C/GC/8, 2 March 2007).

7. Breaches of this Policy

Should a parent, guardian or volunteer within the community breach the principles of this policy, the following course of action will be taken.

Parent/Guardian

First offence	Interview with the Principal
Second offence	Exclusion of the Parent from FCC grounds (other than the Front office) for the rest of the term that the offence occurred.
Third offence	Exclusion of the Parent from FCC grounds (other than the Front office) for the rest of the year that the offence occurred
Fourth offence	After the fourth offence it would be considered the relationship between FCC and the Parent will be irrevocably damaged and therefore the student(s) that the parent is direct guardian for will be excluded from the College.

Volunteer

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First offence	Interview with the Principal
Second offence	Exclusion of the Volunteer from FCC grounds (including excursions or carnivals offsite) for the rest of the term that the offence occurred.
Third offence	Exclusion of the Volunteer from FCC grounds (including excursions or carnivals offsite) for the rest of the year that the offence occurred
Fourth offence	After the fourth offence it would be considered the relationship between FCC and the Volunteer will be irrevocably damaged and therefore the Volunteer will not be allowed on FCC grounds again.

Serious matters may require skipping one or more of the steps outlined above and may result in permanent exclusion of one, some or all students of the parent or guardian.

Should a member of the College community be implicated in a matter relating to the abuse of a student of the College, the matter will be referred to the appropriate authorities.

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