



## 1. Purpose

This Code of Conduct provides parents with Christ Church Grammar School's (the School) expectations around parent conduct at the School, off-site activities and all School events with the objective of developing effective and positive relationships within the School community. It is based on the values outlined in Christ Church Grammar School's Code of Ethics which requires all members to:

### **Act with integrity, respect, care and compassion and demonstrate a commitment to excellence**

The School is committed to ensuring the safety, welfare and wellbeing of all staff, children and young people at the School and is dedicated to protecting all members of the School community from abuse and grooming, as well as adverse or stressful events that may impact an individual socially, emotionally or physically, or cause them emotional distress by implementing policies and procedures to facilitate detection and reporting at the School. Christ Church Grammar School expects all parents to share this commitment.

## 2. Scope

This Code:

- Sets out the ethical obligations and expectations of all parents to act in accordance with the expressed standards of the School
- Underlies the rights of all members of the community to be treated respectfully, fairly and equitably in the school environment
- Provides appropriate avenues for resolving and addressing breaches of the Code, policies, and agreements
- Promotes confidence in the integrity and professionalism of the staff and the services offered by the School
- Demonstrates the School's commitment to providing a child safe environment
- Maintains public trust and confidence in the School

### 3. Definitions

For the purposes of this policy, 'parents' includes but is not limited to the following:

- Parents
- Stepparents
- Grandparents
- Extended family and stepfamily members
- Guardians
- Caregivers

### 4. Principles

The relationship between the School and parents is a partnership.

This Code outlines the shared expectations that support a productive, respectful and child-focused environment.

The School expects all parents to uphold the highest standards of behaviour, whether on or off campus and whether interacting with staff, other parents, or members of the wider community.

Conduct that brings the School's reputation into question and breaching this Code will attract consequences determined at the discretion of the Principal, Deputy Principal and/or Chair of Council.

### 5. Excellence

It is expected that Christ Church parents share a common goal with the School to support their sons in navigating the transition from boyhood to manhood and obtaining the skills, values and experiences to facilitate optimal developmental outcomes.

In choosing Christ Church, parents must demonstrate an understanding of and reinforce the stated aims and values of the School.

Parents are required to encourage their boys to engage actively in the life of the School, to make the most of all academic, sporting and extra-curricular opportunities offered, to strive for personal and collective excellence, and to make choices that are consistent and reflective of the School values.

### 6. Respect, Care and Compassion

When communicating verbally, in writing or online with members of the School community i.e. teachers, administration staff, other parents or students, parents are required to:

## **6.1 Protecting Children – Child safety**

6.1.1 Parents must immediately report any concerns regarding the safety, welfare or behaviour of a child to a staff member, following the School's Child Safe reporting procedures. Parents must not investigate matters independently.

6.1.2 Parents are not to instruct, direct or discipline students who are not their sons or child within their custody or care, while the other students are engaged in School activities or are in the care of the School. In a circumstance where this might arise, instruction, direction and/or discipline is to be directed, managed and implemented exclusively by School staff who hold the duty of care for that student.

6.1.3 Whilst always seeking the best educational outcomes for their sons, parents are required to show compassion and sensitivity to the needs of others, their dignity and their aspirations.

6.1.4 On campus and whilst attending School activities and events, parents must demonstrate a duty of care to others and comply with any work, health and safety directions, policies and procedures including those relating to alcohol, drugs, smoking and vaping.

## **6.2 Student privacy**

6.2.1 Parents must respect the privacy of all students by only taking, using or sharing images or recordings of their own son, unless explicit permission has been granted by the School or relevant parents.

## **6.3 Parent behaviour**

6.3.1 Demonstrate respect, courtesy and consideration.

6.3.2 Ensure their behaviour which includes verbal and non-verbal is not confrontational, aggressive or threatening.

6.3.3 Where appropriate, provide constructive and specific feedback for continuous improvement, rather than using negative or disparaging language both in relation to the child within their care, as well as the staff and community involved in their child's education.

6.3.4 Parents are expected to resolve interpersonal differences with other parents respectfully and privately. Hostile, intimidating or exclusionary behaviour (verbal or non-verbal) towards other School families is inconsistent with the School values.

6.3.5 Parents must not pressure or attempt to influence staff regarding placements, selections, marking, disciplinary action or other professional decisions. These matters are determined through established School processes.

6.3.6 Parents are expected to always conduct themselves in a respectful and appropriate manner during all social and School-related events.

6.3.7 Parents must not consume alcohol to a level that impairs their judgement or behaviour at any School-related activity, including sporting fixtures, celebrations and parent-organised School events. Parents are expected to model responsible behaviour at all times.

## 6.4 Academic matters

6.4.1 In the first instance, in the Senior School parents are to approach their son's tutor, and in the Preparatory School parents are to first approach the classroom teacher to discuss academic and/or pastoral care matters related to their son. Staff will generally respond to emails and telephone calls within 24 hours, Monday to Friday where that contact is made during business hours. In the event of an emergency parents are to phone the School Reception.

6.4.2 The time available for parents to meet with staff is limited. Appointments, where necessary, are to be scheduled at a mutually convenient time which may require phone call, remote meeting via Teams or in person.

6.4.3 Parents are asked to respect staff personal time and should not expect responses to emails or calls outside of normal working hours, which includes on weekends, during the school holidays, the mid-term break, any public holiday, or where that staff member is on leave.

6.4.4 Students must be present at School from the first day of the School term until the final day of the School term. All families must respect the School's expectations around attendance during term time.

## 6.5 Co-Curricular Events and Support

6.5.1 The attendance and support of parents for their sons and the School at co-curricular events are welcomed and contribute to the maintenance of the School community. Parents are expected at those events to exercise restraint when supporting their son or child in their care and School teams and parents must adhere to the [PSA's Code of Conduct for Parents and other Spectators](https://psa.wa.edu.au/code-of-conduct) ([psa.wa.edu.au/code-of-conduct](https://psa.wa.edu.au/code-of-conduct)).

6.5.2 The School acknowledges the voluntary services of parents who are qualified health professionals (e.g., doctors, nurses, physiotherapists or psychologists) who may offer their professional expertise in emergencies at the School and its events, and sporting fixtures on and off campus. That said, any medically trained parents and/or volunteers should not become involved in the medical care of CCGS students at a CCGS-related activity, outside of a pre-existing doctor-patient relationship or in the event of a life-or limb-threatening emergency or where there may be other risk to life identified.

6.5.3 Parents who volunteer their professional skills and expertise in circumstances described above are required to respect the confidentiality and privacy of the student(s) involved as are bystanding parents who witness such events.

## 6.6 Social Media

6.6.1 The School's name must not be used in the title of any parent created social media account, including social and year level WhatsApp groups. These groups are private and operate independently of school communication channels. Using the School's name may incorrectly suggest that the group is official or School-approved.

6.6.2 Parents must ensure any online or digital communication about the School, staff, students or other parents is respectful, accurate and does not bring the School into disrepute. Negative, inflammatory or defamatory posts on any platform are not acceptable.

6.6.3 The School expects parents to work as partners to ensure that the high standards and reputation of the School are not compromised.

## **6.7 External Bookings**

6.7.1 Parents are not permitted to organise, book or promote events in the name of Christ Church Grammar School or the abbreviation CCGS.

6.7.2 This includes, but is not limited to, booking restaurants or venues, for identification in social settings (flags, electronic or paper signage), booking campsites or accommodation, Father/Mother and Son weekends or camps.

6.7.3 Using the School's name in external bookings can imply official endorsement or responsibility. For this reason, all parent-organised social events must be booked independently, without reference to the School's name or abbreviation.

## **6.8 CCGS Uniform**

6.8.1 Attendees at privately arranged events must not wear school-branded clothing or uniform.

6.8.2 The School's clothing is easily recognisable, and because these events are not organised or supervised by the School, we cannot monitor behaviour or protect the School's reputation. School-branded items should therefore be worn only during official school activities.

6.8.3 Community sporting teams are not permitted to use the CCGS name in their sport team name or bookings, nor can team members wear the CCGS uniform.

## **6.9 Driving and parking on and around the campus**

6.9.1 Parents must follow all on-campus traffic and parking directions for the safety of students and staff. This includes adhering to speed limits, queueing rules and instructions from staff on duty.

6.9.2 Parents must adhere to the Traffic Management Policy at all times.

## **7. Integrity**

At enrolment and throughout the course of a student's journey at Christ Church Grammar School parents are required to

7.1.1 Honestly declare and provide information that is required in compliance with legislation including that which relates to their son's health, immunisation status and any additional testing, including educational, that may be relevant.

7.1.2 Meet their financial obligations with respect to the payment of fees and related ancillary expenses.

7.1.3 Avoid any fraudulent or corrupt behaviour such as the offer of gifts and/or bribes to gain advantages for their son.

7.1.4 Advise the School in writing of their change in living circumstances.

7.1.5 Accept that the School will observe any orders made by a Court, which specifically references Christ Church Grammar School, in relation to a student or communications with parents. The School will not be involved in any parental disputes.

7.1.6 Wear the name badges provided by the Parents Association on campus to facilitate easy identification and the safety and protection of students.

7.1.7 Familiarise themselves with the School's Code of Conduct for Students, rules and regulations that impact their sons and support the School in enforcing the provisions of these policies.

## 8. Breaches of this Code of Conduct

The consequences for breaching this Code of Conduct will be determined at the discretion of the Principal, Deputy Principal and/or Chair of Council, the first step being a discussion intended to best support the parent as a member of our community.

Serious or repeated breaches may result in further actions by the School, which include:

- Direction to restrict communications with members of staff/parents/boys through a nominated School representative.
- Exclusion from specified activities or entry to School grounds.
- Termination of the enrolment of the child of that parent, in the event of the partnership between the parent and the School no longer being functional and capable of meeting the needs of the child, or the obligations of the School.

Parents may direct any appeal against sanctions applied for breaches of the Code following the process outlined in the School's [Disputes and Complaints Policy](#).

### Complaints

Parents with a complaint are asked to address it by following the process outlined in the School's [Disputes and Complaints Policy](#).

## 9. Related Legislation and Policies

Code of Ethics  
Code of Conduct for Students  
Disputes and Complaints Policy  
Enrolment Policy  
Traffic Management Policy  
Student Behaviour Management Policy  
Work Health and Safety Policy

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