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All She Can Be®
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COMMUNITY CODE OF CONDUCT

1. INTRODUCTION

The Glennie School seeks to provide a caring and supportive Christian learning environment, where students are encouraged and enabled to reach their potential. The School is committed to the achievement of the highest standards of education, in which the security, protection and comfort of our students is a high priority. All members of the School community have the right to be safe and feel safe. With this right comes the responsibility to be law-abiding citizens and to be accountable for actions that intimidate or put at risk the safety of others or oneself.

All adult members of the School community have an obligation to model appropriate and responsible behaviour to the students in all circumstances. The Code of Conduct seeks to provide members of the community with guidelines for the effective development of positive relationships within the School community and to assist in promoting the Christian values that are aligned with the School's vision and mission. The Code of Conduct sets clear standards of behaviour which are acceptable in the School environment or when attending any function or activity of, or relating to, the School or in any location at which the School is represented. It specifies the consequences for any member of the School community who does not comply with those standards of behaviour.

For the purpose of this Code of Conduct, "community" comprises the Principal, staff, coaches, parents, guardians, step-parents, relatives, friends, supporters, carers and invitees of the School who attend at the School, or elsewhere, for the purposes of visiting, viewing, participating, supporting or being present for any official, sporting or social activity held by or for the benefit of the School and its students.

The Community Code of Conduct is something by which parents agree to be bound when they sign the Enrolment Agreement with the School. Although other members of the School community are not party to that Enrolment Agreement, this Code of Conduct will serve as a guide for them about expected standards of behaviour.

2. GUIDING PRINCIPLES

The following are the principles which provide the framework for this Code of Conduct:

- All members of the community are to be treated with respect and dignity.
- Responsible citizenship involves appropriate participation in the civic life of the community. Active and engaged members are aware of their rights but, more importantly, they accept responsibility for protecting their rights and the rights of others.
- Members of the community are expected to use non-violent means to resolve any conflict.
- Insults, disrespectful behaviour and other hurtful acts disrupt teaching, learning and other School activities and are in direct conflict with the School's mission and values. Members of the

community have a responsibility to maintain an environment where conflict and difference can be addressed in a manner characterised by respect and civility to others.

- Parents play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning, social and sporting environment for all students. Parents fulfil this responsibility when they:
 - Display an active interest in their child's school work and progress
 - Communicate honestly about student needs, such as medical, psychological or learning needs
 - Encourage their daughter to be neat, appropriately dressed and prepared for school
 - Ensure that their daughter attends school regularly and on time
 - Report absences or late arrivals to the School promptly
 - Become familiar (and comply) with the Community Code of Conduct and school rules
 - Encourage and support their daughter in following the rules of behaviour
 - Work with school staff in dealing with disciplinary issues involving their daughter

3. STANDARDS OF BEHAVIOUR

All members of the community are expected to behave with respect, civility and in the manner of a responsible citizen. As a minimum, all community members must:

- Respect and comply with all applicable Commonwealth and State laws
- Demonstrate honesty and integrity
- Respect differences in people, their ideas and opinions
- Treat one another with dignity and respect at all times, especially when there is a disagreement
- Respect 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
- Display proper care and regard for school property and the property of others
- Take appropriate measures to help those in need
- Respect persons who are in a position of authority
- Respect the need of others to work in an environment of learning and teaching

4. GENERAL EXPECTATIONS OF CONDUCT

Community members are expected to:

- Support the Principal and school staff in the development of a Christ-centered learning community based upon an Anglican ethos
- Comply with the School's policies
- Acknowledge that the Principal has the ultimate responsibility to implement these policies
- Communicate respectfully with the Principal and staff, whether by email, phone, letter or face-to-face and expect respectful communication in return. Anonymous communications are unhelpful
- Work in partnership with the teaching staff to deal promptly with areas of concern
- Treat all members of the community with respect and courtesy
- Acknowledge and affirm success in individual and school achievements
- Be inclusive of all members of the Glennie community when setting up social media groups
- Avoid spreading negative comments about staff, students or other parents via social media, using other written means or verbally

5. STUDENT ISSUES

Community members are expected to:

- Use accepted school communication channels when dealing with the School

- Discuss issues or concerns about the School, staff or students using correct school procedures
- Make appointments in advance of expecting to meet with staff or obtain an interview
- Allow staff to teach, investigate, supervise and manage students without interference

No parent should directly approach another parent's child.

6. PHYSICAL SAFETY

In particular, all community members must not:

- Use any object (whether as a weapon or otherwise) to threaten, intimidate or cause injury to another person
- Be in possession of, or under the influence of, or provide others with, alcohol or illegal drugs. The exception(s) is when, in the normal course of events, the School is providing hospitality to members or guests of the community and is in keeping with appropriate legal and hospitality regulations
- Cause, inflict or encourage others to verbally abuse, threaten or inflict bodily harm on another person by any physical aggression

All community members must seek assistance from staff, if required, to resolve conflict peacefully.

7. IN-SCHOOL ASSISTANCE / CAMPS AND EXCURSIONS

Community members are expected to:

- Appreciate that teachers have a special duty of care for students that cannot be delegated or transferred to others
- Accept and follow all reasonable instructions from the teacher-in-charge and seek clarification where there is uncertainty of tasks or requirements
- Be honest and fair, dress appropriately and act in a professional way that shows respect for others and models appropriate standards for students
- Observe confidentiality in respect of all information gained through participation in school camps, excursions and in-school assistance. Community members should not discuss nor disclose personal information about students, staff or students' parents/carers that may have been accessed in the course of their duties
- Observe safe work practices which include complying with relevant health and safety regulations (e.g. wearing protective clothing and footwear, reporting any problems, incidents, injury or property damage as they arise to the teacher-in-charge or Principal)

8. CO-CURRICULAR / EXTRA CURRICULAR ACTIVITIES

When attending or participating in school activities, members of the community are expected to support the following principles:

- Students are involved in school activities primarily for their enjoyment. Spectators should, therefore, reward the effort of players primarily so that the results in competitions are accepted without undue disappointment.
- Students are expected and encouraged to play by the rules and to behave appropriately. Spectators should reinforce a healthy attitude towards winning and losing by demonstrating a controlled, disciplined approach to competition.
- Spectators should behave respectfully and courteously towards players, coaches and officials, showing respect for the rules and authority by word and example.
- Students are helped to work towards skill improvement and good sportsmanship. Spectators should not ridicule or yell at a student for making a mistake, losing a game or failing to achieve a certain level.

- Students learn best by example. Good play and participation by both the School team and the opposing team should be applauded.
- The referee or official's judgement or honesty should not be questioned.
- The value of volunteers, including coaches, managers and officials should be recognised, as they give of their time and resources to provide recreational activities for all students.

9. RESPONSIBILITY FOR OTHER COMMUNITY MEMBERS

Any parent or community member who invites a relative, friend, support, carer or other person to be present at any school co/extra-curricular or social activity must at all times be responsible for that person and ensure they act at all times in a manner consistent with this Code of Conduct.

10. BREACH OF THIS CODE OF CONDUCT

The consequence for breaching this Code of Conduct will be as determined by the Principal. As a consequence of a breach, the member(s) of the community may be:

- Banned from attending any school activity; and/or
- Banned from being on the School grounds; and/or
- Directed to restrict communications with members of the teaching staff through a nominated school representative; and/or
- Informed that the enrolment of the student of the member(s) is terminated (in an extreme, multiple or prolonged breach).

The School may take such other steps as it may in its reasonable discretion determine appropriate, according to the nature of the breach. The member of the community has the right to appeal the School's decision, as per the School's Grievance Policy.

The School recognises that the vast majority of interactions within the School community are overwhelmingly positive and productive. The School remains very grateful for the ongoing support and partnership with the School community in the care and development of your daughters.

If the Community Code of Conduct is breached, disciplinary action may be taken by the Principal at their discretion. Staff breaching the Community Code of Conduct will be managed according to the Staff Code of Professional Practice.

11. QUESTIONS

If you have any questions regarding this policy, please contact the Deputy Principal in the first instance; alternatively you may email businessoffice@glennie.qld.edu.au or telephone 07 4688 8879.

12. PUBLICATION AND REVIEW DATE DETAILS

March 2018

Review by March 2022