

Santa Clara Parent/Visitor Philosophy



Veritas – Truth

Santa Clara has a Code of Conduct that everyone involved with the school should follow. This Philosophy provides statements which assist parents and visitors in becoming more aware of their obligations as a member of, or visitor to, Santa Clara School Community by giving examples of how to follow and provides advice on appropriate behaviours that should be modelled to others at our school. We recognize that parents are the primary educators and care givers of their children. We appreciate the involvement of parents and visitors within our school community and the contribution they make. This document supports the Code of Conduct and is not a replacement for the document.

In this Parent Charter, the term 'parent' includes carers and legal guardians. Should parents/visitors choose to consistently or deliberately not follow the guidelines set out in the Code of Conduct, they may be excluded from the school premises.

As integral members of our Santa Clara School Community, parents should:

Value and respect the Catholic identity of our school with its rituals, traditions, symbols and beliefs.

- We are a Catholic school.
- Parents who choose to send their children to our school do so with the expectation they will participate in Catholic practices and learn the teachings of our Catholic faith.
- Parents and visitors should act as role models by reflecting the values and ethos of our school.

Support children in all educational, social and emotional endeavours both at school and at home.

- Help children to discover that it is often the process that is experienced rather than the end product that makes it all worthwhile; that giving of your very best is what matters rather than comparing against what others can do.
- Having children at school for the commencement of the day is important to their self-esteem and shows an interest in their learning.

Support Santa Clara School and the bodies who represent the families of our school.

- Actively contribute to the life of the school through parent bodies (e.g. supporting P & F, respect Board decisions).
- Parent skills and experience that is volunteered at school permits the students a greater opportunity to participate in learning programs that allow the development of a range of skills and knowledge.
- Have confidence in the professionalism, skills, knowledge and experience of the staff and allow them to effectively do their job.
- Fulfil obligations to pay all fees and levies in a timely manner and seek advice from the Principal should financial difficulties occur.

Contribute to the development of a safe school environment.

- Work collaboratively with the staff of the school whilst advocating for your children in a positive and respectful way
- Under no circumstances is a parent to approach another child while they are in the care of the school to discuss or chastise them because of their actions towards their own child.
- Inform staff members where intimidation, bullying or harassment occurs, as it is not tolerated.
- Support the Whole School Behaviour Management plan.

Contribute to a welcoming and inclusive community based on the Christian values of respect, love and courtesy.

- Treat every member of the school community with courtesy and respect. Speak about others as if they were standing there with you.
- Listen, talk collaboratively and share relevant information with teachers, school staff and other parents (where necessary) to understand and resolve any issues, misunderstandings or concerns.
- Approach the classroom teacher should an issue arise with your child. If a resolution is not reached, then it is appropriate to involve the Leadership Team. If parents remain dissatisfied with the result, then a formal complaint can be made or the matter can be referred to the Director, Catholic Education Office.
- Value and respect the diversity of different cultures within the school community.
- Confidentiality is of prime concern. Parents and volunteers should not discuss any information they obtain at school with anybody, other than the classroom teacher or school Leadership Team.

Use Social Media appropriately and responsibly.

- Negative comments regarding the school or any of the pupils/parents/staff members at the school, on social media sites (e.g. Facebook, Instagram, Twitter etc) MUST not occur. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher or a member of the Leadership Team, so they can be dealt with fairly, appropriately and effectively for all concerned.

Respect and support school policies and procedures.

- All policies and procedures are put in place to ensure the safety of the students and allow for optimum learning and best practice to occur.
- Be patient. Teachers are busy teaching your children. They cannot take phone calls or answer emails immediately.



Santa Clara School Code of Conduct

RATIONALE:

The purpose of the Code of Conduct is to describe the minimum standards of conduct for all those who engage or join with Santa Clara, in any capacity. It is an expectation that all who join the school comply with the Code of Conduct.

The Code of Conduct outlines the work practices, behaviours, relationships, attitudes and responsibilities for staff, parents, volunteers, visitors and students at Santa Clara School. It applies to all current and future staff, parents, visitors, volunteers and students at Santa Clara School.

CONDUCT STATEMENTS:

1. You act safely and competently.
2. You give priority to students' safety and well-being in all your behaviour and decision making.
3. You act in accordance with the values of the Gospel as defined in the Code of Ethical Conduct.
4. You conduct yourself in accordance with laws, agreements, policies and standards relevant to your relationship with the school community.
5. You respect the dignity, culture, values and beliefs of each member of the school community.
6. You treat personal information about members of the school community as private and confidential.
7. You give impartial, honest and accurate information about the education, safety and well-being of students.
8. You support all members of the school community in making informed decisions about students.
9. You promote and preserve the trust and privilege inherent in your relationship with all members of the school community.
10. You maintain and build on the community's trust and confidence in Catholic schools and the Church.
11. You act reflectively and ethically.
12. You allow students to have a voice in their education, safety and well-being.