



Waverley College Community Code of Conduct

The Waverley College community contains a wide variety of individuals and groups who strive to work together to educate students to become confident, well-educated young adults who are prepared to lead happy, successful lives and make contributions to local and global communities. Shared community values enable the members of our community to work together and enjoy the fellowship that arises from their collaborative efforts.

1. College Mission

As a Catholic College for boys in Years 5-12, we strive to empower all students to realise their academic and personal potential to actively contribute to society. We achieve our mission by:

- Inspiring individualised learning for all students through a holistic education focused on wellbeing and the EREA Touchstones.
- Nurturing student strengths through a wide range of spiritual, intellectual, social, cultural, physical and creative endeavours.
- Valuing and cultivating high standards of academic achievement for all our students.
- Engaging in partnership with our parents/ carers, alumni and the local community.

Our aim is to educate students to be discerning, sensitive and responsible young people and it follows that we expect these qualities from the adults in our community.

2. Scope

This *Code of Conduct* applies to all adults including parents, guardians, step-parents, grandparents, extended family, caregivers and any others while involved in activities or communication related to the College. For the purpose of this document, the term “parent” refers to all as listed above.

3. Aim

The aim of this document is to provide an outline of the standards of behaviour expected of all adults involved with the College, in person or electronically.

Specifically, this *Code of Conduct* is intended to:

- Provide a set of general principles to guide parents, carers and the community in their interaction with College staff, students, and other parents.
- Communicate the College's expectation as to how parents conduct themselves when on College grounds or at College events.
- Explain how parents and carers can direct their concerns.

4. Ethical Conduct

Parents and carers play a key role in the education of their children and should act in the best interests of students, their families, staff, and the College community.

The College values its diverse community and respects the rights, beliefs and practices of individuals and their families.

Parents and carers are students' most significant role models. Accordingly, the College expects a high standard of personal behaviour from parents and carers when they are on College grounds, attending events or communicating with staff or other students.

For example:

- Refraining from engaging in malicious or judgmental gossip (either directly or electronically) and ensuring that anything they say about others is fair and truthful.
- Refraining from language, actions and behaviour that constitutes bullying, harassment, discrimination, or vilification.
- Refraining from offensive, insulting or derogatory language or conduct.
- Not possessing alcohol on College grounds, unless the event has been sanctioned by the College.
- Not attending College events if affected by alcohol or any other intoxicant.
- Showing proper care and regard for College property, the property of others, and abiding by work, health, and safety considerations.

5. Communication and interaction with staff, other parents, and students

Parents and carers are expected to interact civilly with staff, students, and other members of the community at all times. Written and spoken communication should be courteous and respectful. Abusive language, raising your voice, insulting or violent behaviour to anyone on College grounds or at any College-related event, is not appropriate.

Parents and carers volunteering with the College are to ensure that interactions with students are strictly in accordance with appropriate roles and that favouritism and special treatment are avoided. This may be of particular relevance at sporting events.

Parents and carers are expected to ensure that physical contact with students is appropriate given the age of, and relationship with the student such that questions of impropriety do not arise. Whilst interaction between students can be unruly, it is not appropriate to discipline another family's child whilst on College grounds, unless there is a reasonable health and safety concern. Physical contact should be avoided unless there is a reasonable health and safety concern.

In some circumstances parents and carers are required by law to advise the College of areas of potential conflict, such as parenting and family court orders. The College expects parents and carers to behave lawfully on College grounds and observe the terms of any order, obligation or undertaking they may be subject to.

6. What parents and carers can expect from a staff member if communication becomes inappropriate

In cases where a parent or carer does not interact civilly with staff, either in person in or outside of the College grounds, during a phone call, online or via email, the staff member may take one of the following actions:

- Inform the parent or carer that unless the inappropriate communication ceases, the staff member may put an end to the phone call, meeting, or discussion.
- Request another staff member be present for the remainder of the meeting.
- Lodge a complaint against the offending parent or carer.

7. Use of Social Media

Social media can be defined as how we use technology to communicate and connect with others. Despite the range of positive uses for social media, there are also a number of ethical and legal issues associated with its use. Many people may hold the mistaken belief that anything published online will be without legal consequence. However, parents and carers should be aware that there are a number of potential legal liabilities that may arise, particularly in relation to issues pertaining to reputational damage, and defamation.

Any concerns you may have about the College must be made through the appropriate channels by speaking to the class teacher or leadership delegate, so they can be dealt with fairly, appropriately, and effectively for all concerned.

Parents and carers can ensure they abide by the laws and the College's expectations of its parents, by complying with the following:

- The College, its staff and members of its community should not be discussed in a derogatory or defamatory way.
- Photographs of students in College uniform represent the College and its students and should not be posted if they have the potential to bring negative connotations towards the College or its staff and students.
- Photographs containing other students should not be posted without the express consent of the other child/children's parents.
- Contact details for parents, staff and students should not be given to other people without their express consent.
- Parents and carers are not permitted to contact other students via any form of social media without the express consent of the student's parents or carers.

8. What parents and carers can expect from the College

The College takes any issues that are brought to its attention. If parents or carers express their concerns to the College, they can expect to be treated with courtesy and respect in order to try and resolve the matter.

As a general guide, minor issues may be raised with your child's teacher, wellbeing mentor, Head of Department, Head of House or delegate and will be acknowledged within 48 hours (Monday - Friday). Cases of more serious inappropriate conduct or misconduct ought to be directed to the College Leadership Team or Principal.

Feedback can also be provided via the College's website on the [Contact Us](#) page. Feedback is valuable to the College community to improve our services and investigate and respond to any issues of concerns.

Each situation will be considered as it arises and based on the issues put forward.

Separate to this Code of Conduct, the College will act in accordance with its [Complaints Handling Guide](#) when dealing with external complaints. This guide can be found on the College website.

9. Breaches of this Code of Conduct

With these guidelines in place, it is hoped that parents and carers can appropriately direct their concerns and contribute to a harmonious College community that reflects and builds on the College's values. The consequences for breaches of this *Code of Conduct* will be determined by the College Principal and may include one of the following:

- Banning a parent or carer from entry to College grounds or from attending co-curricular activities or other events.
- As a result of parents' or carers' actions, banning a student from attending co-curricular activities or other events.
- Directing that a parent or carer may only communicate with members of staff through a nominated College representative.
- Involving other authorities, where appropriate.
- Taking other such steps as appropriate according to the nature of the breach.