



Caregiver Code of Conduct

Purpose

Woodline Primary is committed to ensuring a respectful learning environment that is safe, positive and supportive for all children, Team members and community members.

It is the intention of Woodline Primary to provide clear guidelines to all caregivers regarding the conduct expected of them whilst on school premises, engaging in school related activities or representing Woodline. Caregivers are expected to uphold Woodline's core values at all times.

Application

This Code applies to all Woodline Primary caregivers. The application of this Code is not limited to the school site and school hours. It extends to all activities and events that are school-related and when a caregiver is visiting or representing Woodline. The Code also requires that caregiver actions do not bring Woodline into disrepute at any time regardless of whether the action occurs within or outside of school activities.

Definition of a 'Caregiver'

For the purposes of this policy, a 'Caregiver' is a parent, guardian or carer of a Woodline Primary child

Conduct and Bearing of All Caregivers

It is expected that every caregiver will:

- ensure that their actions do not bring Woodline into disrepute
- uphold Woodline's core beliefs and values
- behave in a manner that does not endanger the health, safety and wellbeing of themselves or others
- abide by all health and safety rules and procedures operating within Woodline and other locations at which they may visit whilst representing Woodline
- respect the authority of members of the Team and observe Woodline guidelines
- strictly adhere to Woodline's policies and procedures
- behave with courtesy and consideration for others; including children, Team members and community members
- refrain from all forms of bullying and harassment
- refrain from activities, conduct or communication that would reasonably be seen to undermine the reputation of Woodline, the Team or children of Woodline (including activities on social media)
- Follow the Woodline Complaints and Grievances Policy shared at time of enrolment and found on Woodline Primary website
- respect Woodline property and the property of the Team, contractors, volunteers and other community members
- not be intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health whilst visiting Woodline, attending events/functions onsite or engaging in Woodline activities



Unacceptable Conduct

Unacceptable conduct includes, but is not limited to:

- touching, handling, pushing or otherwise physically or sexually engaging with children or others in a manner which is not appropriate and may endanger the health, safety and wellbeing of that person
- engage in malicious and/or derogatory conversations about children, families and Team members or Woodline
- any form of physical or verbal violence including fighting, assault or threats of violence
- any form of cyberbullying or cyber abuse
- any form of threatening language, gestures or conduct
- language or conduct which is likely to offend, harass, bully or unfairly discriminate against any child, Team member, contractor, volunteer or other community member
- theft, fraud or misuse of Woodline resources
- the use of inappropriate or profane words or gestures and images
- visiting Woodline, attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health
- smoking on Woodline premises or within the immediate environs of the school

Breach

Caregivers who breach the Code of Conduct will be contacted by the Principal. Appropriate action, which may include being banned from coming onto school grounds, attending school functions or school based activities, is at the discretion of the Principal.

Caregivers who continually breach the Code of Conduct may result in expulsion of the child/ren from Woodline Primary, which the Principal has full discretion to determine based on proper consideration of the circumstances.

The Police and/or Department of Human and Health Services will be informed of any unlawful breaches of this Code in accordance with applicable legislation and Woodline's Child Protection Policy.