



CODE OF CONDUCT

Parent Code of Conduct

Purpose

Parents of the Firbank Grammar School community are expected to conduct themselves in a manner that respects other members of the Community and behave in a manner that is consistent with Firbank's five core values: compassion, respect, integrity, curiosity, and courage. These values are central to the school's philosophy and guide the behaviour of all members of the school community.

This code of conduct is aligned to our *Relationship and Engagement Commitment*. All members of our community commit to working together to ensure that all relationships embody trust, forgiveness, integrity, hope and compassion.

The Parent Code of Conduct outlines clear standards of behaviour that are expected of parents. All members of the Firbank Grammar School Community have the right to be safe and feel safe in their School Community. In developing this code of conduct, the School recognises that Parents ultimately want the best for their children. However, the School also expects Parents to recognise that it must ultimately balance the interests of all of the School's stakeholders and their right to a safe working environment.

The code of conduct also requires that actions of parents/guardians do not bring the School into disrepute at any time, regardless of whether the action occurs within or outside of School activities.

Scope

To ensure cooperation and support, this Code of Conduct outlines the School's expectations for parents, guardians and visitors. Any reference to parents includes the scope of guardians and visitors. It extends to all activities and events that are School-related and when visiting or representing Firbank Grammar School.

Parents must ensure that they:

Support the educational ethos and values of the School

Parents are expected to support the educational ethos and values of the School, model appropriate behaviours for their children to learn from, and work with the School as it educates and provides support to all students.



Comply with the School's codes of conduct, policies, procedures, expectations and regulations, and ensure their children do the same.

Support the School's approach to student behavioural concerns, which can include a range of outcomes, including those which are educational, well-being or disciplinary in nature.

Parents must understand the importance of maintaining a positive and supportive school community and refrain from engaging in unproductive discussions or spreading negative information, including criticism, unfounded rumors, or baseless speculation.

As valued members of our community, parents and guardians are expected to be role models for responsible and safe behaviours. This includes ensuring the health and safety of all members of our school community (including staff, students, other parents and alumnae) and the wider community.

Behave respectfully towards members of our community

The School anticipates that parents will consistently demonstrate respect towards all members of the school community, emphasising respectful language, tone, body language. This includes at all School events both internal and external when representing Firbank Grammar School.

Use technology and social media appropriately

Communicate with respect in all verbal and written documentation, including emails to school staff and the community. Inappropriate and aggressive tone and manners in communications will not be tolerated.

Not take photos, videos or other recordings of a staff member or parent without their consent, or of a student without their parent's consent, and not publish information (including personal details, contact information, images and recordings) concerning a staff member, parent, student or other member of the school community online without express consent.

Avoid publishing information which may bring the School into disrepute.

Parent Class Representatives are permitted to set up a WhatsApp Group for each Year Level to tailor specific communications for families of that year group. Parents/guardians are expected to show respect to others, including all members of the School community. Parents/guardians are also expected to give due respect to the reputation and good name of the School.



Unacceptable Conduct

Firbank Grammar School considers the following examples of unacceptable behaviour:

Actions which endanger the health and safety of others including any form of physical or verbal violence or threatening behaviour including language, gestures or conduct.

Any form of bullying or harassment whether in person or online.

Communication through social media sites which are negative or defamatory in manner, members must not publish any information which may bring the School into disrepute, including any images or recordings which shows a student in School Uniform, or a member of the School community at the School or at a school event or activity acting inappropriately.

Visiting School, attending social, sporting or other functions whilst intoxicated by alcohol or under the influence of illicit drugs or other substances harmful to health.

Smoking (including vaping) on the School premises or within the immediate environs of the School.

Actions which cause or is likely to cause damage to School property or equipment, or the property of others or any other action which is prohibited by law.

Breach of Code of Conduct

In the case where a parent/guardian of the Firbank Community breaches the code of conduct the following actions may occur, including contact from the Principal or Head of Campus.

The parent/guardian is requested to refrain from the behaviour.

The parent/guardian is not permitted to attend events, activities or functions on the school grounds, for a period of time.

The parent/guardian may be asked to direct all communications to a designated staff member.

If a parent/guardian has an inappropriate telephone, face-to-face or email communication with a member of staff, the member of staff may choose to put an end to the phone call or meeting.

In extreme or prolonged breaches, the Principal has the discretion to take action including the termination of enrolment of the parent/guardian's child from the School.

In accordance with Firbank Grammar School Child Safety and Wellbeing Policy external agencies or organisations, will be informed of any unlawful breaches of this code of conduct.



Related Policies

Information Communication and Technology Agreement

Relationships and Engagement Commitment

Privacy Policy

Social Media Policy

Complaints Policy and Procedure

Approval

Policy Issue date	April 2025
Policy Owner	Deputy Principal/ Head of Senior School
Document updated by	Risk and Compliance
Document reviewed by	Deputy Principal/ Head of Senior School
Document approved/endorsed by	Principal
Next Review date	April 2028



Help for non-English speakers.
If you need help to understand this policy,
please contact us at
enquiries@firbank.vic.edu.au

The school community may provide feedback on this document by emailing: communications@firbank.vic.edu.au

