

Belong to  
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# Parent Code of Conduct

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Ilim  
College

## Parent Code of Conduct

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### Introduction

- 1.1 At Ilim College (the College) we aim to provide an open, welcoming, inclusive and safe environment for all.
- 1.2 All parents, guardians, stepparents, family members, and friends of students enrolled at the College must support and encourage the values, activities and ethos of the College, and are encouraged to read and understand the policies of the College (including this Parent Code of Conduct).
- 1.3 This Parent Code of Conduct applies to all Parents and/or Guardian/s listed in an Enrolment Agreement in connection to a student enrolled at the College, herein after referred to as "Parents".
- 1.4 We believe that Parents are valuable contributors in our community and we aim to work in partnership with Parents in the care and growth of each student. We have a zero tolerance policy regarding violence and aggressive behaviour of any kind.
- 1.5 This Parent Code of Conduct outlines the way in which the College requires Parents to conduct themselves when visiting the College campus, participating in College activities and communicating with members of our community (including students, staff, visitors and other parents).

### When visiting the college

- 2.1 Parents are required to:
  - (a) comply with all safety policies and procedures in place at the College;
  - (b) comply with relevant legal obligations under the legislation and any court order;
  - (c) only enter a classroom or attend a College related activity with permission from a staff member;
  - (d) listen respectfully, in the same manner required by students and

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- staff, when attending any kind of College assembly, activity, presentation, class event, or public meeting;
- (e) treat all parents, staff, contractors, volunteers, students (including their own), and visitors to the College with courtesy and respect; and
- (f) when attending a College event in a voluntary capacity, accept the authority of the teacher (or teachers) when visiting a College activity and comply with any reasonable direction.

- 2.2 Parents and/or guardians must not:
- (a) Use violence of any kind at any time
  - (b) disparage the College's Islamic teaching or act otherwise in a manner which is disrespectful or contradictory to the College's Islamic ethos;
  - (c) interrupt or disrupt a teacher whilst classroom instructions or learning activities are taking place;
  - (d) discipline or reprimand a child;
  - (e) bully or harass parents, staff, contractors, volunteers, students, and visitors to the College;
  - (f) take a photo or video recording of a child if that child is not their own child, unless the parent of the child is present at the time and consents to the photo or video recording being taken; or
  - (g) attend the College whilst intoxicated on drugs or alcohol; or
  - (h) smoke on the College grounds.

### When communicating with staff, contractors and volunteers

- 3.1 All staff, contractors and volunteers are entitled to a safe and enjoyable work environment.

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- 3.2 If a Parent contacts a staff member, contractor, or volunteer in relation to a query or concern, the recipient will respond within a reasonable period of time.
- 3.3 In order to most effectively discuss a particular query or concern, Parents wishing to speak to a staff member, contractor, or volunteer (either in person or over the phone) must make an appointment in advance.
- 3.4 Whilst the College will make reasonable attempts to comply with a court order, the College's priority is the wellbeing of the students and will only comply with court orders to the extent necessary. The College prefers not to become involved in family law proceedings.
- 3.5 Parents are required to:
- (a) speak to staff, contractors, and volunteers with courtesy and respect;
  - (b) communicate with staff, contractors, and volunteers in a clear, friendly and open manner; and
  - (c) respect the privacy of staff, contractors, and volunteers.
- 3.6 Parents must not:
- (a) use violence of any kind at any time;
  - (b) raise their voice or interrupt whilst a staff member, contractor, or volunteer is trying to speak;
  - (c) speak to staff, contractors, or volunteers in a derogatory or offensive manner;