

**SUBJECT: Parental Code of Conduct**

WHEREAS maintaining and strengthening the Catholic identity of our schools is of paramount importance;  
AND WHEREAS Catholic teachings and values should permeate across all activities in the school;  
AND WHEREAS parental involvement in the school is essential to educating our students effectively;  
AND WHEREAS it is important to provide a reminder to all parents about their expected conduct, such that our students can flourish, progress and achieve

The School expects and/or encourages parents to:

- (a) Respect and foster the caring and friendly nature of our school whenever on school premises, dropping off and picking up their children, or when communicating directly with any school staff member;
- (b) Appreciate that school staff members and the parents are a team, always working together for the benefit of our students;
- (c) Recognize that all members of the school community, including staff members, students and other parents, should be treated with tolerance and respect at all times;
- (d) Lead by example, in managing their own conduct and behaviour whenever on school premises or when communicating with any school staff member. The conduct and behaviour of parents should mirror the way that they would like to be treated;
- (e) Actively assess the conduct of their own children, and correct their own child's behaviour, particularly when that behaviour could lead to aggressive or unsafe situations;
- (f) Respectfully resolve any issues or concerns they may have and approach staff member of the school most directly involved first;
- (g) Abide by both the spirit and the letter of all rules and regulations as set forth by the school;
- (h) Ensure regular and punctual attendance and encourage completion of all school assignments by their children;
- (i) Monitor their children's use of social media, the internet and personal communication devices, specifically in regards to cyber-bullying or other dangerous activities.
- (j) Ensure timely and proper payment of school tuition and fees.

The School will not tolerate the following from parents:

- (a) Harassing a school staff member;
- (b) Attempting to discuss issues with a school staff member while he/she is teaching or otherwise supervising students;
- (c) Approaching students directly with the purpose of reprimanding them.
- (d) Entering, or attempting to enter, any part of the school in disregard of procedure or without permission from the Principal;
- (e) Disruptive conduct which interferes with the operation of a classroom or a staff member's office;
- (f) Using loud and/or offensive language, such as swearing, taunting, cursing, mocking, profanity or displaying anger;
- (g) Any conduct which could be construed as a threat to do bodily harm to another person;
- (h) Any actual bodily harm caused to another person;
- (i) Damaging or destroying property which belongs to the School;
- (j) Abusive, or threatening e-mails, voice mail and/or text messages sent to a school staff member;
- (k) Defamatory, offensive or derogatory remarks, whether made in person or on social media (on sites such as Facebook), pertaining to the School, or any staff member, other parent, or student of the school;
- (l) The consumption of any alcohol or drugs while on School property (except as expressly permitted by the Board on a social occasion in accordance with Policy No. 510);
- (m) Failure to observe the parking rules regarding the dropping off and picking up of students, both before and after school.

Should any of the conduct noted above occur, the Principal will take such action as he/she deems appropriate under the circumstances in order to maintain safety and to preserve the caring and friendly nature of the School. Actions may include, but are not limited to:

- (a) Providing a verbal warning to the offending parent, detailing the impugned conduct and outlining the penalty for future breaches of this Policy;
- (b) Providing a written warning to the offending parent detailing the impugned conduct and outlining the penalty for future breaches of this Policy;
- (c) Immediate removal of the offending parent from the School property;
- (d) Suspending the offending parent from the School property;
- (e) Banning the offending parent from the School property;
- (f) Suspending the right of the parent to communicate with a school staff member(s); and/or
- (g) Issuance of a letter of censure, which shall be placed on the file of any student(s) of the School related to the offending parent.

APPROVAL March 19, 2019