

Procedure For Breach of: Parent/Carers/Guardians – School Code of Conduct

Introduction

The procedure is provided for Principals to support the resolving of situations when a parent/carer/guardian behaves in unacceptable ways as outlined within the Parent/Carers/Guardians – School Code of Conduct.

The Principal or Principal's nominees will seek to resolve such situation/s in one or more of the following ways;

1. Repair relationships through discussion and or mediation
2. Exercise their legal right to impose a temporary restriction or permanent ban from the school premises
3. Report the incident to the police.

The Leadership of Catholic Education Office Sandhurst acknowledges the complexity of such situations and recommends the following procedure:

The Principal

1. Informs the employing authority of the incident
2. Reports the incident to the Catholic Education Office: Principal Consultant
3. Documents the incident
4. In the first instance aims to repair the relationship through discussion and or mediation
5. In situations where restorative processes have failed seeks support of the appropriate personnel from the Catholic Education Office Sandhurst e.g. Principal Consultant and or Assistant to Director Legal, Industrial and Human Resources.
6. Will be encouraged to seek ongoing support through Professional Supervision as appropriate.

The Catholic Education Office

1. The Principal Consultant in discussion with the Principal upon report of the incident/continuous breach will determine need for further reporting to the Assistant to the Director: Legal, Industrial and Human Resources and the Director of Catholic Education.
2. The Principal Consultant will encourage the Principal to seek Professional Supervision as appropriate.
3. In the event a breach (or an ongoing breach) of the Code of Conduct by a parent/carer/guardian is reported to the Catholic Education Office personnel (as above) appropriate responses will be determined in consultation with the Principal. This may include:
 - The issuing of a warning (verbal and or written) to the parent/carer/guardian
 - Implementation of a process for a temporary restriction of the parent/carer/guardian from the school
 - Implementation of a process for a permanent ban of the parent/carer/guardian from the school
 - Direct report to the Police for further investigation.

Personnel from the Catholic Education Office will seek legal advice as appropriate.

Procedure created: **May 2018**