

## Parent/Guardian Code of Conduct

### BACKGROUND

This code of conduct is for parents, guardians, carers and family members of children attending a Bethany Kindergarten Services (BKS) service. When attending a BKS service all members of the families are to comply with relevant legislation and BKS policy and procedures.

The fundamental principles outlined in this code of conduct are intended to guide family members to act in a safe, fair and ethical manner for the benefit of the kindergarten and the kindergarten community. Every family member is expected to comply with this code in relation to their interactions with one another, staff and parents and when they are attending the service.

### STATEMENT OF COMMITMENT TO CHILD SAFETY

BKS is committed to child safety. We want children to be safe, happy and empowered. We have zero tolerance of child abuse. We understand our legal and moral obligations to treat concerns seriously and report allegations, safety and wellbeing concerns to authorities. We are committed to the cultural safety of all children including Aboriginal children, children from culturally and/or linguistically diverse backgrounds, and to providing a safe environment for children with a disability.

### BKS VALUES

- Maintaining the safety, dignity and rights of each child
- Encouraging children to express themselves and their opinions, and to undertake experiences that develop resilience and promote opportunity for individual development and learning
- Maintaining a duty of care and promoting the health, safety and wellbeing of children through a safe, secure and welcoming environment
- Embracing the diversity of colleagues, children and families with respect to cultural values, age, and the physical and intellectual development and abilities of each child
- Building positive and collaborative relationships with children, colleagues, families and stakeholders to improve learning and development outcomes for children.

### EXPECTATIONS

Everyone is responsible for establishing and maintaining appropriate roles, relationships and boundaries with children and other adults. Parents, guardians, carers and other family members attending a BKS service are expected to conduct themselves in a manner consistent with being a positive role model to children while displaying support for the program and staff.

Parents, Carers and Guardians will:

- Adhere to the BKS Child Safe Policy and the BKS Code of Conduct Policy and uphold a commitment to child safety at all times.
- Take all reasonable steps to protect children from abuse and report any allegations of suspected child abuse to BKS.
- Treat all children and adults associated with a BKS service with courtesy and respect.
- Accept and embrace cultural differences, differing needs and personal ability.
- Contribute to a welcoming, inclusive and safe environment for all children, other parents, staff and volunteers.
- Promote a safe environment for all families.
- Report any injury or hazard in a building or playground that may cause an injury.
- Respect the property of the kindergarten and other people's property, privacy and confidentiality.
- Attend the service not affected by alcohol and/or other drugs.
- Comply with BKS policies. Policies are available on the BKS website.
- Understand that kindergarten is a play based education program aimed at preparing children for primary school.
- Conduct yourself in a manner that is consistent with the above principles and BKS values.

In addition a parent who is a member of the Kindergarten Parent Advisory Group (PAG) will also undertake to:

- Ensure all PAG activities are in compliance with relevant legislation, and in line with the constitution, by-laws and policies and legal requirements as an incorporated association.
- Promote the work of the kindergarten and keep informed about its programs and activities.
- Ensure that the activities of the kindergarten are responsive to the needs and interests of children.
- Acknowledge that the PAG administers a body funded by public money and ensure that its proceedings and financial processes are properly conducted and open to public scrutiny.
- Ensure that the PAG is accountable to the members by documenting and communicating decisions.
- Apply the principles of equality and diversity and ensure that the PAG is fair and open in all of its activities.
- Uphold the highest standard of professional conduct.
- Not undermine or damage the reputation of the kindergarten or BKS.
- Act in the interests of all members of the kindergarten and not secure any benefit or advantage for themselves.
- Disclose any real, potential or perceived conflicts of interest promptly and comply with agreed processes for the management of such conflicts.

- Respect the confidentiality of PAG information, discussions, and decisions of the PAG.
- Act prudently and with probity to protect all financial assets and resources of the Incorporated Association and ensure that they are used to deliver the service’s objectives.
- Act with honesty, fairness and openness in all dealings as representatives of the kindergarten PAG.
- Conduct themselves in a manner that does not undermine the reputation of the kindergarten, its staff or BKS.
- Accept collective responsibility for the decisions of the PAG.

**PARENT/GUARDIAN DECLARATION**

**We have read, and agree to abide by this Code of Conduct at all times when we are in attendance at the service whether it be in the building or surrounds.**

**Signature:** \_\_\_\_\_

**Date** \_\_\_\_\_

*Parent / Guardian*

**Signature:** \_\_\_\_\_

**Date** \_\_\_\_\_

*Parent / Guardian*