

MILLVILLE ELEMENTARY SCHOOL DISTRICT

DISTRICT CODE OF CONDUCT

PURPOSE AND SCOPE

The purpose of the Code of Conduct is to provide a mutual understanding to all staff, parents/guardians, & visitors to our school about conduct expectations while on school property, at school district events and when interacting with District employees and/or students.

GENERAL PROPOSITIONS

We expect staff, parents/guardians and visitors to have a fundamental understanding and commitment to the following general propositions:

- Teachers, administrators, school staff, and parents/guardians want all children to learn in a safe environment.
- Teachers, administrators, school staff, and parents/guardians must work together for the benefit of all students.
- Teachers, administrators, school staff and parents/guardians deserve to be treated with respect.

PROHIBITED BEHAVIORS

In order to provide a peaceful and safe school environment, the District prohibits the following behaviors:

1. Abusive, threatening, profane or harassing communication, either in person, by e-mail or text/voicemail/phone or other written or verbal communication;
2. Disruptive behavior that interferes or threatens to interfere with District operations, including the effective operation of a classroom, an employee's office or duty station, on school grounds, including sporting events, parking lots and car-pickup;
3. Threatening to do bodily harm to a school employee, visitor, fellow parent/guardian or student;
4. Threatening to damage the property of a school employee, visitor, fellow parent/guardian or student;
5. Damaging or destruction of School/District property;
6. Excessive unscheduled campus visits, e-mails, text/voicemail/phone messages or other written or oral;
7. Defamatory, offensive or derogatory comments regarding the school or school staff made publicly to others is hurtful to our school and staff and is discouraged. Any concerns that you may have regarding these matters must be made through the appropriate channels so they

can be dealt with fairly, appropriately, and effectively for all. This includes use of any social media medium, including but not limited to: websites, blogs, wikis, social networking sites such as Google+, Facebook, Instagram, Snapchat, LinkedIn, Twitter, etc

8. Bullying has no place within our community and as such will not be tolerated. This is as true for adult-to-adult interaction as it is for child-to-child.

STUDENT/ADULT INTERACTIONS

There may be times when it is felt the actions of a member of the school community have infringed upon the rights of a child. Under no circumstances is a parent/guardian/visitor to approach another child whilst they are in the care of Millville Elementary School District to discuss or chastise them because of their actions. Such an approach to the child may be seen to be an assault on the child and may have legal consequences.

(Exception: when on a field trip and students are under the supervision of a parent/guardian, mild reprimands are acceptable; however if student behavior does not correct after a mild reprimand, then school staff must step in.)

PARENT/PARENT INTERACTIONS

In addition to the previous, direct parent/parent contact should be avoided when there has been a conflict at the school involving their child/children, allowing the school to handle the school matter.

COMMUNICATION

1. Parents/guardians, visitors, and school staff will use courteous and acceptable written and spoken language in all communications.
2. Parents/guardians, visitors, and school staff will respect the rights, religious beliefs and practices of individuals and their families.
3. Parents/guardians, visitors, and school staff will respect points of view that are different from our own and all members of our community must refrain from actions and behavior that constitutes harassment, discrimination or vilification.
4. Correspondence that is in breach of this Code of Conduct, because of the language an expression used or the manner in which it is sent or delivered, will not be responded to.

SCHOOL STAFF

All school staff are entitled to a safe and positive work environment. This is in the best interests of the students as well as staff themselves.

Parents/Guardians/Visitors should therefore ensure that their interactions with staff are from a place of respect and do not create unnecessary distractions or discomfort. To ensure this, the following practices are in place:

1. The priority for school staff is the welfare and education of all students in the school.
2. School staff are therefore not required to respond to emails and telephone calls instantaneously. Responses are not expected outside normal working hours or during school holidays unless it is an emergency.
3. No profane, insulting, harassing, aggressive or otherwise offensive language may be used.
4. Staff Members/Parents/Guardians/Visitors may not verbally assault, harass or belittle school staff
5. The time available to meet with staff is limited and must not disrupt the classroom. Parents/Guardians/Visitors should be mindful of the teacher's time, communicate the reason for the meeting and allow the teacher time to prepare, unless there is a genuine emergency.

PHYSICAL SAFETY

All parents/guardians/visitors/school staff must not:

1. Use any object (whether as a weapon or otherwise) to threaten or intimidate another person, cause injury to any person by the use of any such object.
2. Be in possession of, or under the influence of, or provide others with, alcohol or illegal drugs.

IMPLEMENTATION

Conflict Resolution

1. Respect and dignity will be accorded to all members of the school community, staff and all children at Millville Elementary School.
2. Any conflict on school grounds will be dealt with in a mature and appropriate manner.
3. Where students are concerned, an approach to the school will be made in the first instance. Every effort will be made to listen to the grievances of all parties in a calm and rational manner.
4. Parents have the right to raise issues and concerns related to the education and well-being of their child or school matters.
5. Parents should ensure that they raise their issues and concerns with the right person and follow the correct communication channels.

CONSEQUENCES OF A BREACH OF THE CODE OF CONDUCT

Any parent/guardian, visitor, member of school staff or student may notify the Principal of a possible breach of the Parent Code of Conduct. The Principal will investigate the complaint to determine that a breach has occurred. Depending upon the severity of the incident, parents/guardians or visitors may be:

1. Provided a first and/or final warning that a breach of the Code of Conduct has occurred and that a further breach will not be tolerated;
2. Removed from campus or an event
3. Ejected from or otherwise banned from campus and participation in school-sponsored events
4. Determine whether a breach may be rectified by the offender making a private or public apology, depending on the circumstances, to an individual or group of individuals;
5. Subject to the involvement of Law Enforcement

No restriction, however, will prevent the parent/guardian from working collaboratively with the District to meet their child's educational needs, nor will a parent/guardian be excluded from a child's IEP meeting.

Nothing in this Policy precludes any person from exercising their individual legal rights in respect of obtaining restraining and intervention orders, reporting assault, bringing action for defamation, exercising rights under discrimination laws or in any other way.

Signature

Date