

Community Code of Conduct

1. Purpose

The Montessori School Kingsley (**TMSK or the School**) aims to provide the members of its community (students, staff, parents, caregivers and Board members) with a safe, supportive and non-violent surrounding, conducive to a positive learning environment. The purpose of this Community Code of Conduct (**Code**) is to contribute to this aim by:

- providing a clear standard of behaviour for adult members of the School community; and
- specifying the consequences for not complying with the standard of behaviour.

2. Core Value

This Code is based on the School's core value of 'peace, respect, community, and integrity' (the **Core Value**).

- **Peace** – Maintain a calm, harmonious, and courteous environment.
- **Respect** – Demonstrate grace and courtesy to all students, staff, families and the wider community.
- **Community** – Be an engaged School community that is connected by shared values and advocacy of pure Montessori methods.
- **Integrity** – Take an ethical and sincere approach to everything we do.

3. Standard of Behaviour

All members of the School community are required to demonstrate a standard of behaviour that is consistent with the Core Value. Failure to comply with the standard of behaviour is a breach of the Code.

The following list provides guidance as to the standard of behaviour required from the School community. It is not an exhaustive list of the behaviour covered by the Code, but is intended to provide examples of the standard of behaviour expected from members of the School community.

Members of the School community should:

- practise grace and courtesy when communicating with other members of the School community and in all communications regarding the School. No insulting, harassing or aggressive language may be used;
- advocate respect at all times to teachers, school staff, parents and others in the school community. Refrain to engage in malicious or judgmental gossip.
- keep discussions on social media involving School, other schools or members of the School community respectful. School-related issue should be dealt in accordance with the TMSK Complaints Policy and Processes;
- adhere to school policies that support the safe and effective operations of the school and its community;
- be responsible for any person outside of the School Community that they bring on to the school grounds and ensure that person acts at all times in a manner consistent with this Code;
- abide by all applicable Local, State and Commonwealth law;
- resolve conflict through mature, calm and respectful dialogue with the other parties directly involved and, where applicable, in accordance with the TMSK Complaints Policy and Processes; and
- adhere to school guidelines pertaining to health and safety.

4. Consequences for Breach of the Code

- For minor breaches that are not a part of a pattern of ongoing breaches, the Principal shall bring the breach to the attention of the member of the School community who is in breach, and remind them of this Code. If the breach continues, or is of a particularly serious nature, the Board shall bring the breach to the attention of the member in breach, by written notice of the breach. The written notice may state any consequences that have been determined by the Board as a result of the breach.
- If the breach is by a staff member and the breach continues, or if the breach is of a particularly serious nature, the breach should be dealt with in accordance with the Staff Code of Conduct.
- If the breach is by a member of the Board and the breach continues, or if the breach is of a particularly serious nature, the breach should be dealt with in accordance with the Board Code of Conduct and the Constitution.

- The School Enrolment Contract allows the School to terminate the enrolment of a student for a number of reasons, including if the School is of the reasonable opinion that a parent or caregiver:
 - has not complied with the terms of the Enrolment Contract;
 - do not support the School and its staff in all facets of the School's educational program; or
 - are obstructive, uncooperative or divisive such that there is an irretrievable breakdown of the trust required in the working relationship with the School, its staff, or other members of the School community.
- A breach of the Code may provide the basis for the School to form any or all the opinions above and may also be a breach of the terms of the Enrolment Contract.
- The consequences listed above do not restrict the School's ability to take any other action it deems appropriate to address a breach of the Code.

5. Related Documents

- TMSK Enrolment Form
- TMSK Constitution
- TMSK Complaints Management Policy and Procedures
- TMSK Student Code of Conduct
- TMSK Staff Code of Conduct
- TMSK Our Vision & Values

6. Acceptance of the Code of Conduct

Please sign below to acknowledge that as a member of the School you accept and agree to be bound by this Code:

Parent/Carer #1 Name: _____

Signature: _____

Date: _____

Parent/Carer #2 Name: _____

Signature: _____

Date: _____

Approved **DATE** by the Board Policy Committee; next review due **DATE**.