

# **HILLCREST HIGH SCHOOL**

## **CODE OF CONDUCT -PARENTS AND CAREGIVERS**

### **RATIONALE**

Hillcrest High School is committed through its Health and Safety policy to ensuring the health and safety of all students, staff and visitors, as required by the Health and Safety at Work Act 2015. In alignment with the school values of respecting others and valuing diversity and differences, this code of conduct provides parents, caregivers and visitors with guidelines for the behaviour expected of them.

### **GUIDELINES**

Hillcrest High School expects all parents, caregivers and visitors to

- Treat all people with respect
- Set a good example to students at all times
- Work in partnership with staff for the benefit of students
- Follow appropriate procedures for complaints.

Serious and unacceptable behaviour may include but is not limited to :

- Insulting, abusing, or intimidating
- Physical aggression
- Harassment
- Deception/fraud
- Threats
- Bullying
- Profanity/offensive language
- Damaging or destroying property

This code of conduct applies to all abusive behaviour, whether in speech, action, or by email, text, phone calls, social media or other communication, and while on school premises or at any school-related event.

Physical attacks and threatening behaviour, abusive or insulting language, to staff, parents or caregivers, children or other users of the school premises will not be tolerated.

Unacceptable behaviour may result in the Police being informed. The school reserves the right to take any necessary actions to ensure that members of the school community are not subjected to abuse.

School premises are private property and parents have been granted permission from the school to be on school premises. However, in case of abuse or threats to staff, pupils or other parents, the school may ban parents from entering school premises.

## **PROCEDURES**

1. Documenting each instance of behaviour including the date, time, place, who was present, what was said (verbatim if possible), how any witness or victim felt or responded.
2. A conversation between the Principal or other appropriate staff member is held with the person detailing the problem.
3. If the behaviour continues a follow up letter is sent detailing the problem and appropriate restrictions.
4. A meeting may be arranged as an alternative or in addition to the above steps. This may include restorative practices.
5. Unacceptable behaviour of a criminal nature may result in the Police being informed.
6. In the case of behaviour amounting to harassment, a restraining order may be sought.

## **RELEVANT LEGISLATION:**

Under section 139C of the Education Act it is a criminal offence to assault, abuse, or intimidate a staff member within the presence or hearing of any student of the school while on school premises or in any other place where students are assembled for school purposes.

The school Board of Trustees is the occupier of the land and buildings under statutory lease from the Crown. The Education Act does not give parents or guardians of children express right of entry to state school grounds. The school through the Board may ask a person to leave the school premises by revoking their permission to be on the school grounds then asking them to leave under section 3 of the Trespass Act 1980.

## **RELEVANT POLICIES:**

Health and Safety Policy  
Complaints Policy  
Treaty of Waitangi Policy