

## **CAREGIVER'S CODE OF CONDUCT**

### **Attachment/s include:**

**This document should be read in conjunction with, but not limited to the following other related policies and procedures:**

- Behaviour Management and Support Policy
- Complaints Policy for Students, Caregivers and the Wider School Community
- Family Law Guide

### **Relevant government legislation impacting policy content:**

- the *Family Law Reform Act 1995*
- the *Family Law Amendment Act 2006*

**Endorsed:** April 2026

### **Revised:**

This Code of Conduct has been developed so that caregivers with parental responsibilities are aware of and meet Blacktown Youth College's (BYC) expectations with regard to their interaction with the School, its staff, other caregivers and students. Adherence to this Code is important to promote positive and productive relationships within the School community.

### **Role of the School Generally**

BYC is responsible for establishing and administering the policies, procedures and rules which govern the day to day operations of the school. It is important that caregivers recognise and respect this, adhere and have their children adhere to the School's requirements, and support these decisions.

### **Discipline**

BYC expects students to comply with its rules and not engage in behaviour which is harmful to others or is contrary to the ethos and philosophy of the School. Caregivers are expected to support BYC in relation to its Behaviour Management and Support Policy and not do anything which undermines its authority. It must be understood that in the case of minor disciplinary matters, the School will be the arbiter of what took place and what is a fair punishment. It will not engage in debate about the details of the conduct or the appropriateness of the punishment.

In relation to more disciplinary matters which may result in suspension or expulsion, BYC will inform caregivers of the matter and will deal with it in accordance with the School's Behaviour Management and Support Policy. While caregivers will be consulted, the final decision will be the School's.

### **Interaction with Staff**

The School conducts regular meetings between staff and caregivers at which the student's progress can be discussed. There may be other times when a caregiver/s or staff member/s request a meeting to discuss issues that may arise during the course of a student's schooling.

If a caregiver wishes to meet with a staff member, they should make an appointment so that a mutually convenient time can be arranged. This can be done through the school office.

Caregivers should never attempt to contact a staff member at their home or on a personal phone number unless the staff member suggests and requests this, and prior arrangements and approval is made with the Head of School (HOS).

Caregivers may also make an appointment to see the HOS about any particular concerns they may have relating to their child.

It is important that caregivers show respect for staff and not publicly criticise them or seek to undermine their authority. If a caregiver has a particular concern about a member of staff, they can raise it with the HOS. However, when doing so they should observe the general rules of conduct set out in this Code, and follow the directions outlined in the Complaints Policy for Students, Caregivers and the Wider School Community.

The School has a duty of care to protect all staff and for this reason any aggressive or abusive behaviour will not be tolerated. If a caregiver wishes to make a complaint, they should not use rude or abusive language. This is not productive and makes it harder to resolve concerns. Continued abuse aimed at staff, may result in restrictions being placed on the offending caregiver.

### **Interactions Generally**

Communications whether verbal or in writing with other members of the school community whether teachers, administration staff, other caregivers or students should:

- show respect, courtesy and consideration;
- not harass or bully another person;
- not use intemperate language; and
- not be confrontational.

Social media should not be used to criticise or denigrate others in the school community.

### **Sport**

Caregivers are welcome to attend public sporting events, but should exercise restraint when supporting school teams or students. In particular, they should not abuse, threaten or otherwise seek to intimidate an umpire or referee or be directed against a player, or any School representatives.

The Sports coaches at BYC, pick teams based on their view of the most appropriate selection at the relevant time. It is not appropriate for caregivers to complain about the failure of their child to be picked for a particular team.

### **Separated Parents**

Where some students have parents that are separated or divorced, caregivers should not attempt to involve BYC in any parental dispute that may arise. The School is not able to make judgments on the merits of claims made by one parent against another and should not be asked to do so. Nor should it be asked to take any action which would or is designed to disadvantage one party. BYC is required to, and will observe, any orders made by a Court in relation to a student or communications with parents, (refer to Family Law Guide).

### **Failure to Observe this Code**

If a caregiver fails to observe this Code, after being warned about a breach, BYC may:

- limit access to BYC staff;
- limit access to the school premises, and/or sporting or other school events; or
- terminate the enrolment of the student.