

Respect our School- Parents and Citizens Association



P&C Queensland website provides P&C's with ideas for a parent Code of Conduct. To supplement this our cluster has created this document which outlines the procedure, action or suggestions if confronted with inappropriate behaviour.

Guidelines for appropriate communication are:

Respect our School

Enthusiastically greet others

Speak like adults

Please and Thankyou

Endeavour to Listen

Communicate with courtesy

Take responsibility to communicate in a respectful manner

P&C Associations and individual members are expected to comply with P&C Parent Code of Conduct. These expectations provide guidelines for all members of our school community to work as a cohesive group in partnership with the school.

This document, together with the P&C Parent Code of Conduct should be used as a guideline to address any conflict occurring during P&C meetings and its activities.

Misconduct from P&C members:

There is no acceptance of misconduct by any P&C members towards other members, the school, its staff or students. Unacceptable behaviour should be addressed in a professional and respectful manner.

Misconduct can be in the form of:

Verbal abuse

Physical abuse

Email and social media abuse

Dealing with misconduct:

Dealing with misconduct can be challenging and threatening. At all times P&C committees are required to act and behave in a professional and respectful manner to other members but also need to ensure the safety and wellbeing of self and others.

These include:

Act with courtesy and demonstrate respect for all persons

Listen and be tolerant of views and opinions, even if opinions differ from your own

Take responsibility for your own actions

Conduct yourself in a professional manner

Ensure all comments are positive and appropriate, without the use of bad language or finger pointing

Be a good role model at all times

Actions to be taken when there is a breach of the Parent Code of Conduct:

Always be respectful and speak in quiet and respectful manner

Allow the member to put their case forward.

If the member speaks in a loud, angry or abusive manner, ask them to speak appropriately.

If member persists with inappropriate behaviour warn them they will be expected to leave the meeting or activity, request for their complaints to be put in writing and addressed the P&C.

If member continues their inappropriate behaviour and refuses to leave the meeting/activity propose an end to the meeting/activity.

If behaviour continues terminate meeting/activity and walk away.

Police involvement is suggested if there is any threat or safety concern.

There is no excuse for poor behaviour from any members of our society, including children. Poor behaviour needs to be stopped as soon as possible and actions taken once everything has settled. If there was a need to cancel a meeting the executive would convene a special meeting at another time to progress urgent issues.

Follow up actions:

Every possible step needs to be taken to resolve any conflict between members, if this gets to a point that will not occur the following steps should be considered for poor behaviour.

Ask member to put forward their complaints in writing, if this still generates unreasonable or abusive response reply with a warning and request issuing the complaint again.

If response is appropriate reply with appropriate answers, however, inform member poor behaviour will not be tolerated

If respondent continues to be unreasonable or abusive, minute a meeting including the input of the school principal to restrict member from attending any further P&C meetings and activities.

Every action to be taken should always take into consideration the welfare of the students; this includes the protection from verbal abuse, physical abuse or inappropriate conversations. Sufficient and prompt efforts need to be taken immediately to put a stop to such behaviour.