**Code of Conduct for Parents and Caregivers**

**POLICY STATEMENT**

Abbotsford Community Centre (ACC) provides an environment that promotes the safety, health and wellbeing of children, staff and visitors to the Centre. As a parent or carer you play an important role in contributing positively to this environment.

This Code of Conduct details the responsibilities of ACC parents and caregivers. By observing and adhering to these responsibilities you are helping to create a supportive, safe and caring place for our children to thrive.

Responsibilities of parents and carers

* Treat everyone with respect, honesty and courtesy, including educators, children and other parents and caregivers. Abusive language, threatening, or violent behaviour to anyone at ACC is not acceptable.
* Act as a role model and refrain from using insulting, offensive or derogatory language or conduct while at ACC, or within hearing or sight of our children.
* Value, respect and support the ACC educators in undertaking their role.
* Exercise discretion, tact and confidentiality when it is appropriate. Conversations with staff which are sensitive in nature, are not to be conducted in the presence or hearing of other parents or children.
* Report issues regarding the behaviour of other children to ACC educators. Parents and caregivers are not to discipline, reprimand, lecture, warn or otherwise negatively interact with another parent or caregiver’s child at the Centre.
* Parents and caregivers are not to approach other parents and caregivers regarding incidents with their children. These issues should be referred to the ACC Coordinator.
* Resolve complaints using the ACC Management of Complaints policy.
* Familiarise yourself with the Parent Handbook and observe ACC policies and procedures.

**Inappropriate behaviour**

Parents or caregivers who are acting inappropriately may be subject to the provisions of the *Inclosed Lands Protection Act (1901)* which considers inappropriate behaviour to include:

* Actual physical assaults or threatened physical assaults on children, educators, parents, caregivers or community members visiting ACC
* Behaviour in the presence of children, educators, parents, caregivers or other visitors to the school that causes alarm or concern to the children, educators, parents, caregivers or other visitors
* Use of offensive language (i.e. swearing) in the presence of children, educators, parents, caregivers or other visitors to the Centre.

ACC will attempt to address instances of inappropriate behaviour with individuals and provide parents and caregivers adequate warning of the consequences should the behaviour persist. Parents or caregivers who continue to act in an offensive manner following a warning may be asked to leave the premises. If the individual refuses to leave the premises, a penalty under the above legislation in the amount of $2,200 may be incurred. If the parent or caregiver continues to behave in an offensive manner, ACC will take action to restrict access to the premises for an extended period.

Parents or caregivers can also be requested to leave the premises immediately without prior warning if the following occurs:

* actual physical assault or threatened physical assault on children, educators, parents, caregivers or community members at ACC premises
* inappropriate behaviour in the presence of children, educators, parents, caregivers or other visitors that is so serious that it warrants action being taken immediately.

Parents and caregivers should also note that incidents involving violence or threatened violence will be reported to the police. Any directive banning an individual from the premises will also be communicated to police. The police will be called if an individual who has been denied entry to the premises attempts to gain entry. The individual can be arrested and charged under the *Inclosed Lands Protection Act (1901).*

The ACC Management Committee does not expect its educators, the children, other parents and caregivers or visitors to our facility to accept occurrences of inappropriate behaviour. In addition, ACC has legal obligations under work health and safety legislation and child protection legislation to ensure its premises are safe for children, staff and other visitors. We are confident that in the vast majority of instances our parents and carers will work with us in our endeavours to create a service that is safe, welcoming, enjoyable for the children, and respectful of others.