



# CATHEDRAL CATHOLIC PRIMARY SCHOOL

## **Working Together A Code of Cooperation for the School Community**

### *Faith Values Excellence*

***Cathedral School is a school community in the Catholic tradition, founded in faith, challenged by Gospel values, striving for a standard of excellence in all areas of school life.***

#### **INTRODUCTION**

This Code of Cooperation applies to all parents, volunteers and visitors who interact with our school. It also applies to all parents, volunteers and visitors who are present at school and school sponsored activities/meetings/functions within and outside of school hours.

#### **OUR GOSPEL VALUES**

At Cathedral Catholic School Primary Bathurst, we acknowledge that education is a close partnership between teachers and families. The values that underpin our work together as teachers, parents and students include forgiveness, respect, compassion, mercy, tolerance, hope, justice and service. By demonstrating these values in our work together, we proactively foster the Catholic ethos of our school.

The onus for promoting and upholding these core values of the school community must fall on all those with the greatest capacity to reason and control their actions. Therefore, it is the expectation of the school that all parents/guardians/caregivers model acceptable behaviour at all times within the school setting and at school sponsored activities.

As a parent, celebrate that you play a formative role in the development of your child's sense of justice, equity, and worth of all members of the school community. You are one of the most influential role models within your child's life.

We are called to emulate Jesus' call to love God and to love each other. We look to the values taught to us in scripture and the Christian tradition to guide us.

In living out these Gospel values we strive to develop the following:

- An inclusive approach including a non-judgemental and welcoming attitude towards all people
- An ability to understand the situation of others
- A co-operative attitude in working with others
- Open, positive and honest communication
- The ability to work respectfully with other people
- Reverence for Creation and understanding of our call to stewardship.
- Trusting relationships
- Responsible actions

**As a Parent/Guardian/Caregiver we ask that you:**

- Support in words and actions the philosophy of Catholic Education
- Work in partnership with the school for the common goal of achieving what is best for all
- Support your child in all educational endeavours by recognising growth and achievement and showing interest in school activities
- Help your child to understand that their success as a learner is influenced by them setting and achieving personal goals
- Model resilience and encourage healthy problem solving
- Help your child to understand that 'giving of your very best' is what matters rather than always comparing yourself against the capabilities or achievements of others
- Listen to your child, but remember that a different version of the event may be interpreted by others – clarify details with the relevant teacher.
- Understand the importance of a healthy parent/teacher/child relationship and communicate any concerns to your school in a constructive and appropriate manner
- Demonstrate that both parents and teachers work together for the benefit of the child
- Adhere to the school's policies, as outlined on the school webpage and/or the school's parent handbook and support them in the home
- Cooperate where your child's behaviour has overstepped accepted school standards, as outlined in Student Code of Conduct, and follow specified protocol for communication with staff members
- Support the school in its efforts to maintain a positive teaching and learning environment
- Discourage gossip and hearsay by communicating with the school and always model good manners for your child
- Maintain a positive and cooperative attitude and interact positively with other parents and members of the school community
- Encourage community building with other parents in your year level and across the school
- Use appropriate language in all areas of the school
- Do not smoke on school premises and within four metres from entrance/fence line-as per Smoke-free Environment Act 2000

**Parent/Guardian/Caregiver Rights:**

- To be treated with respect and courtesy by staff, students and other parents
- To be listened to, and clearly communicated with by the school, in regard to your child's education and development
- To have confidentiality over sensitive issues respected by staff
- To be treated in a caring and polite manner
- To have a timely response to concerns raised
- To be treated with professionalism by all staff members.

**Parent/Guardian/Caregiver Responsibilities:**

- Value and champion your school and its reputation. Be mindful of the hurt and damage social media may cause to staff members and other parents (Refer to Social Media Policy)
- Under no circumstances approach another child whilst in the care of the school to address, discuss or chastise them because of actions towards your own child
- Respect the rights of staff members and other individuals
- Teachers are more than happy to discuss your child's progress at appropriate times. If a longer discussion is necessary appointments must be made through the school office
- Do not discuss any grievances or perceived failings in front of our child regarding the school
- On excursions, helping in class or on camps, parents must follow the instructions and directions of the teacher. A parent may remind students of the rules but at no time issue consequences and refer them to the teacher if the behaviour continues
- As valued members of the school community attend and participate appropriately in school liturgies or special events including sporting carnivals, interschool sport, academic and cultural events
- Follow the correct procedures to resolve a grievance or conflict

**Resolving Conflict**

Our Catholic schools want to work in partnership with our families. If a parent/guardian/caregiver has a current complaint, criticism or concern, it is expected the following steps be followed in the first instance:

1. Speak to the appropriate school person involved (e.g. class teacher) first and try to resolve the concern with mutual respect and clear communication. Where/if possible make an appointment with the relevant person
2. If for some reason this is not possible, then make an appointment to see the Principal (or other nominated leadership personnel)
3. The Principal (or nominee) should endeavour to mediate and find a resolution
4. If, having followed Steps 1-3 with no satisfaction from your perspective, you may take your complaint to Bathurst Catholic Education Office for further facilitation.

It is important to note that criticism regarding a staff member will only be heard if it is related to their professional conduct.

Deliberate breaches and inability to respect the Code of Cooperation for Parents and Volunteers or vexatious complaints may result in exclusion of a parent/guardian/caregiver from a school and/or possible termination of enrolment of their child/children.

Parents when signing off on accepting the school's policies in the Enrolment Application Form and by the act of accepting enrolment at Cathedral Catholic Primary School are accepting this Code of Cooperation in its entirety.

**Related Policies, Procedures & Acts:**

*Bullying Policy*

*Complaints and Grievances Policy*

*Social Media Policy*