

Community Code of Conduct

Bathgate Park School is committed to providing a safe, respectful, and inclusive learning environment for all students, staff, parents, whānau, visitors and members of the school community. This Community Code of Conduct outlines the expected standards of behaviour and conduct to uphold our school values (in table below) and ensure the safety and wellbeing of everyone on school premises and at school-related events.

The code of conduct applies:

- To all conduct, speech, and actions and includes emails, texts, phone calls, social media and other communications.
- For all parents, whānau, visitors when on school grounds or at another venue where students and/or staff are assembled for school purposes (such as a camp or sports match)

A <i>Āwhina (Assist / help / support)</i>	R <i>Respect ourselves, others, environment</i>	O <i>Own our actions</i>	H <i>Have a positive attitude</i>	A <i>Āngitu / Always try your best</i>
- Acts of kindness, empathy, and support towards others are encouraged and celebrated. - Use manners with each other. - Have an awareness of the tone in which information is conveyed. - Talk to the person, not at the person. - Be mindful of body language. - Speak positively about children, staff and wider whānau. - Adult conversations held out of children's hearing. - Be aware of time constraints.	- Respect and adhere to our school values. - All members of the school community are expected to treat each other with respect, courtesy, and dignity at all times, both in-person and in digital interactions. - Keep information in the appropriate place; have an awareness of privacy. - Follow school procedures to handle any complaints. - Adhere to school policies and procedures (such as those listed below), and any legal requirements.	- Students, staff, parents, and visitors are responsible for their actions and behaviour while on school premises or attending school-related events. - Honesty, integrity, and ethical behaviour are expected from all members of the school community. - Have an awareness of time and place of conversations. - Talk directly with a person. - Discuss disagreements in private. - Listen and negotiate; be willing to reach a compromise / consensus.	- Have a solutions based approach. - Actively seeks opportunities to collaborate with others, demonstrating openness, flexibility, and a willingness to listen and consider different perspectives. - Work together in partnership with staff for the benefit of students. - Remains optimistic and resilient in the face of challenges, setbacks, or changes, contributing to a supportive and solution-oriented environment.	- All members of the school community must adhere to health and safety guidelines, follow emergency procedures, and report any safety concerns or incidents promptly. - Be a positive role model; lead by positive example. - Actively participates in community activities, initiatives, and discussions, contributing ideas, skills, and effort to enhance the collective well-being and success of the community.

Legislation

- Education and Training Act 2020
- Trespass Act 1980, section 3
- Prohibition of Gang Insignia in Government Premises Act 2013

Examples of unsuitable conduct include:	Dealing with breaches of the Code of Conduct	Outcomes of breaching the Code of Conduct
● threats, bullying, harassment ● placing unreasonable and excessive expectations on staff time or resources ● profanity/offensive language ● insulting, abusing, or intimidating behaviour ● racism or discrimination (e.g. based on ethnicity, religion) ● physical aggression ● deception/fraud ● damaging school property ● smoking, vaping, possessing, or using alcohol/drugs/other harmful substances on school premises or at another venue where students and/or staff are assembled for school purposes (except possession or use of alcohol in accordance with school policy) ● pursuing a complaint or campaign, or making defamatory, offensive, or derogatory comments, regarding the school, its Board, or any staff or students on social media or other public forums ● wearing gang insignia on the school grounds. (This is not allowed under the Prohibition of Gang Insignia legislation, and anyone wearing it will be asked to leave.)	How Bathgate Park School deals with breaches of our Code of Conduct depends on the nature of the incident and its seriousness, and the process any witness or victim of the behaviour feels most comfortable with. Examples include: ● 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 and/or responded ● holding a meeting with the relevant person, the Principal, and/or Presiding Member (or their delegate) or appropriate staff member to discuss the problem and possible resolution ● issuing a warning letter that outlines the problem and required resolution, and reminds them of the possible outcomes of repeated conduct ● arranging a meeting, which may include restorative practices, as an alternative or in addition to the processes above.	If a parent, caregiver, or visitor acts or speaks in a way that contravenes the Code of Conduct, possible outcomes may include: ● The school (Principal, Board member, or staff member) 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. ● Unacceptable behaviour of a criminal nature may result in the Police being informed. For example, under section 30 of the Education and Training Act 2020, it is a criminal offence to insult, abuse, or intimidate a staff member within the presence or hearing of any student while on school premises or in any other place where students are assembled for school purposes. Other instances of criminal offending may occur where drugs are involved, an assault has occurred, or a person persists after being trespassed off school grounds. ● In the case of unsafe behaviours a trespass order may be sought. ● In the case of behaviour amounting to harassment, a trespass and/or a restraining order may be sought. ● In some instances, it may be appropriate to refer behaviour to a third party for resolution. For example, a Facebook comment that contravenes this policy may result in a report to Facebook. If unacceptable behaviour occurs at a sports event or sports venue, then it may be appropriate to involve the governing body of that sport, event, or venue.