



**Campbelltown Public School Community Access Policy
November, 2006 (Revised September, 2008)**

Rationale: Schools are places where students, staff, parents and visitors need to feel safe and secure. Ensuring that our school remains a pleasant and safe place for all is the responsibility of all who enter the school grounds. Students' behaviour is dictated by our Student Welfare Policy and Fair Discipline Code whilst teachers follow a Code of Conduct mandated by the Department of Education.

It is with this in mind that we have developed a Community Access Policy. This policy will make clear the procedures that need to be followed so that issues can be resolved with the minimum disruption to student learning.

This policy will promote mutual respect for all stakeholders and an harmonious, nurturing and caring environment in which we can all grow and learn.

HOW TO APPROACH YOUR SCHOOL

| CONCERN | APPROPRIATE ACTION |
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| The academic progress of your own child | <ul style="list-style-type: none"> Directly contact the child's teacher either by note, by phone or in person to arrange a suitable time to discuss the issue. Teachers are not available during designated teaching / learning times. |
| The welfare of your own child | <ul style="list-style-type: none"> For minor issues directly contact your child's teacher to clarify information For more serious concerns, contact the office. State the nature of your concern and arrange a suitable time to talk with the class teacher or appropriate staff member. To convey information about change of address , telephone number, emergency contact details, health issues etc. Please contact the office. |
| Actions of other students | <ul style="list-style-type: none"> Contact the class teacher for classroom problems Contact the Assistant Principals or the Principal for playground issues. |
| School policy or practice | <ul style="list-style-type: none"> Contact the office and state your concerns to the Principal either verbally or in writing Arrange to meet directly with the Principal, by arrangement through the front office staff |
| Actions of a staff member | <ul style="list-style-type: none"> Contact the office and state your concerns to the Principal Arrange to meet directly with the Principal |

NB: No parent is to directly approach another person's child. The school will deal with issues between students as part of our Discipline and Welfare Policy

If all avenues have been exhausted and a satisfactory outcome has not been reached then you may consider lodging your suggestion, complaint or allegation in writing.

In such cases the policy "Responding to Suggestions, Complaints and Allegations available at https://www.det.nsw.edu.au/policies/general_man/complaints/resp_sugg/pd0251complaintpdf

EXPECTATIONS AND RESPONSIBILITIES

| PARENTS EXPECTATIONS | PARENTS RESPONSIBILITIES |
|--|--|
| Have my child experience the best education possible | <ul style="list-style-type: none"> Accept and support my child's educational abilities Present my child at school on time everyday except in circumstances of illness or family issues Organise holidays including overseas trips in school holidays |
| Have accurate information about my child's progress | <ul style="list-style-type: none"> Read reports and keep in a safe place for future reference Attend parent/ teacher night to learn about my child's academic and social progress, class programs and routines |
| Have effective home school partnerships | <ul style="list-style-type: none"> Read all notes and bulletins Return all correspondence promptly Inform the school promptly of relevant facts which may affect my child's education Ensure that students complete all homework tasks |
| Expect my child is safe at school | <ul style="list-style-type: none"> Teach my child safety measures necessary for participation in everyday activities i.e. road safety, stranger danger, hygiene procedures, personal information Support the school by reinforcing all school rules and procedures with my child. |
| Be informed of all disciplinary concerns regarding my child | <ul style="list-style-type: none"> Instruct my children as to acceptable standards of behaviour Support the school in its insistence on adherence to the school rules |
| Be involved with my child's sporting pursuits | <ul style="list-style-type: none"> Remember children compete for enjoyment Demonstrate appropriate social behaviour by not using inappropriate language or harassing players, coaches or officials Encourage you child to accept and show respect for the officials decisions Show respect for your team's opponents |
| Enter school grounds and attend school functions | <ul style="list-style-type: none"> Demonstrate appropriate social behaviour by not using inappropriate language Not to interrupt class during learning time Not to allow domestic or personal disputes to impact on the routines of the school Not smoking on school grounds and/or the vicinity of students |
| Have suggestions, complaints and allegations dealt with in a fair and expedient manner | <ul style="list-style-type: none"> Follow the school procedures to address the issue Discuss the issue in a calm and reasonable manner |

NB: If a domestic or personal dispute impacts on the school or school routines, all parties will be asked to leave the school grounds.

THE INCLOSED LANDS PROTECTION ACT (1901)

Failure to act in an acceptable manner may lead to the exclusion from school grounds under the THE INCLOSED LANDS PROTECTION ACT (1901) AND ITS AMENDMENTS following procedures established by the Department of Education for:

- Actual physical assaults or intimidating behaviour on students, staff, parents or community members at the school or during the course of school activities
- Behaving in a manner, in the presence of students, staff, parents and others visitors to the school, that causes alarm or concern to the students, staff parents or other visitors .
- Use of offensive language i.e. swearing, in the presence of students and staff
- Persistent interruptions to the learning environment of the school such as entering classrooms without permission
- Persistent entry to the school site without permission or legitimate reason