

# St Teresa's School

- Founded by the Sisters of Mercy in 1930 -

## CODE OF CONDUCT FOR PARENTS 2012

- 1) As a parent of a learner at St Teresa's School, I undertake to:
  - a. Respect the ethos and character of a Catholic school
  - b. Support the discipline of the school, the teachers, decisions, policies
  - c. Respect strictly the confidentiality of the school in respect of individual learners, parents, teachers, decisions, policies and information of a personal nature
  - d. Uphold the good name of the school, particularly at public events, such as sports meetings
  - e. Show my loyalty to the school by refraining from criticizing management, teachers, learners or parents in public and in front of my daughter
  - f. Attend general parents' meetings to keep up to date with new information provided by the school
  - g. Attend parent-teachers' meetings to know how my child is performing
  - h. Accept invitations issued by the school to hear guest speakers inform us about subjects the school feels are important for parents
  - i. Familiarise myself with the Code of Conduct for Learners and ensure that my daughter knows and follows the precepts
  - j. Support fundraising activities with generosity and goodwill
  - k. Refrain from recruiting other parents/learners for another school if I decide to remove my daughter from St Teresa's School.
  
- 2) Follow the prescribed procedures to deal with any issue or problem arising within the classroom or on the sports field, before discussing such issues with other parents, teachers not directly concerned, or anyone outside of the school. The **approved procedure** is as follows:
  - a. Make an arrangement to meet at school with the teacher/coach concerned. This meeting will also be attended by another teacher from the learner's class team
  - b. If the issue is not satisfactorily resolved, make an appointment to meet with the teacher/coach and the Principal
  - c. The Principal will, if necessary, take the issue to the SMT, and then to the Board of Governors
  - d. The final ruling rests with the SMT, taking into consideration the advice of the Board
  
- 3) I undertake to guide and respect my daughter as an individual and refrain from comparing her to others.

4) ***I will encourage my daughter to:***

- a. participate fully in school sports and activities
- b. be a model of good sportsmanship
- c. be honest in effort, dedication, and responsibility
- d. be loyal to the school, her classmates and her friends

5) ***I will ensure that:***

- a. my daughter attends church and prayer services at school
- b. all my daughter's belongings are clearly marked with her own name
- c. my daughter attends extra-mural activities, particularly compulsory school functions
- d. my daughter maintains the standards of the school regarding dress and behaviour
- e. I take an active interest in my daughter's work and progress

6) I undertake to fulfill my ***contractual obligations*** to the school:

- a. Pay school fees in advance at the beginning of each term or according to written arrangement with the Bursar
- b. Give one full term's notice in writing (which is required when removing a learner from the school), otherwise a term's school fees in lieu of notice is payable
- c. Ensure that my daughter is equipped with the correct uniform, and all the required books for her year
- d. Notify the school of changes of address/telephone numbers immediately

***According to St Teresa's Misconduct Policy and Disciplinary Procedure, any parent deemed to be in violation of any of the codes above, or is believed to be bringing the school into disrepute, may be brought before a Disciplinary Hearing.***

Name of daughter: \_\_\_\_\_

Present Grade: \_\_\_\_\_

Name of parent/guardian: \_\_\_\_\_

Signature of parent/guardian: \_\_\_\_\_

Date: \_\_\_\_\_ 2012