

Avalon College

PARENT AND GUARDIAN CODE OF CONDUCT

1. Purpose

Avalon College values and respects the partnership between parents, guardians, and the school community in supporting students' education, wellbeing and personal development.

As an English language school catering to international students, Avalon College recognises that many parents live overseas and may not speak English as their first language. This **Parent and Guardian Code of Conduct** outlines expected behaviours to ensure respectful, positive and productive engagement between families and the school.

This Code supports compliance with:

- **Victorian Registration and Qualifications Authority (VRQA) standards**
- **Ministerial Order No. 1359**
- ***Child Wellbeing and Safety Act 2005 (Vic)***
- **Avalon College's policies and commitment to child safety and wellbeing**

2. Scope

This Code applies to all parents, guardians and carers of Avalon College students. It governs interactions with:

- School staff, including teachers, boarding supervisors and administrative personnel
- Other parents, guardians and community members
- Students, including one's own child and others
- School-related communication platforms (e.g., Orah, email, social media)

3. Responsibilities and Expectations

3.1 Respectful Communication

- Always communicate with staff, students and other parents in a polite and respectful manner.
- Use official communication channels (e.g., email, Orah, scheduled meetings) for queries or concerns.
- Refrain from using aggressive, offensive or disrespectful language in any form of communication.

3.2 Support for School Policies and Child Safety

- Acknowledge and support Avalon College rules, policies and procedures, including:
 - Student Code of Conduct
 - Boarding House Rules
 - Child Safety Policy
- Encourage and model respectful behaviour in children.
- Understand and comply with Australian child safety laws and VRQA standards.

3.3 Participation and Engagement

- Stay informed about your child's academic progress and wellbeing via Orah and school reports.
- Attend online meetings or scheduled consultations regarding your child's education or welfare.
- Respond promptly to important school communications (e.g., medical issues, disciplinary matters, policy updates).

3.4 Conflict Resolution and Complaints Handling

- Raise concerns in accordance with the **Avalon College Complaints and Grievances Policy (AC-GOV-003)**.
- Avoid airing grievances via social media or third-party platforms.
- Respect the professional judgement and decisions of Avalon College staff, understanding that policies are in place to protect student welfare.

3.5 Social Media and Online Conduct

- Use social media responsibly; avoid posting any content that defames, criticises or disrespects Avalon College, its staff or students.
- Do not share photos, videos or personal details of students without appropriate consent.
- Report any misuse of social media that may affect the reputation of the school or the safety of students.

4. Breaches of the Code

Failure to comply with this Code may result in one or more of the following:

- A formal warning from Avalon College
- Restricted access to communication platforms (e.g., Orah) or staff
- Withdrawal of invitations to school events or meetings
- Legal action in cases involving defamation, harassment or breaches of Australian law

5. Acknowledgement and Agreement

By signing below, parents and guardians acknowledge that they have read, understood and agree to uphold the Avalon College Parent and Guardian Code of Conduct.

Parent/Guardian Name: _____ Signature: _____

Date: _____

6. Policy Review

This policy will be reviewed annually to ensure continued alignment with VRQA standards, Australian child safety legislation and best practices in school-family engagement.

Approved by: Avalon College Managing Director

Signature:  _____

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Approved By: Avalon College Managing Director