



TALLOWOOD STEINER SCHOOL  
ENLIVENING EDUCATION

Tallowood School Inc.

## Parent/Carer Code of Conduct

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## 1. Document Control

<b>Document name</b>	Parent/Carer Code of Conduct
<b>Document owner</b>	Tallowood School Inc
<b>Frequency of review</b>	Within a 5 year period of the most recent approval date
<b>Approved</b>	Principal
<b>Date approved</b>	December, 2025
<b>Status</b>	Current
<b>Point of Contact</b>	Principal
<b>Review Due</b>	December, 2030

## 2. Policy Statement

**2.1** Tallowood School aims to assist parents and carers of Tallowood School students to identify and resolve issues of conduct that may arise at school.

**2.2** This policy stands beside but does not exclude or replace the rights and obligations of individuals under common law.

## 3. Purpose

The purpose of this policy is to minimise the risk of harm, supporting the right of all to engage in a healthy learning and teaching environment.

This policy aims to foster an understanding of the rights and responsibilities of parents, establishing school rules and expected behaviour.

## 4. Scope

The Parent/Carer Code of Conduct is for all parents/carers to guide communication and interaction with Tallowood School students, staff, other parents/carers and the wider school community.

## 5. Related Policies

This policy is part of the Safe and Supportive Environment Statement and should be read in unison with this document. This policy is also related to the School's other policies including but limited to:

- *Codes of Conduct for staff and parents*
- *School Wellbeing Policy*
- *Behaviour Management Policy*
- *Child Protection Policy*
- *Zero Tolerance of Bullying Policy*
- *Complaints Handling Policy & Procedure*
- *Discrimination, Harrassment and Bullying statement for Employees, Contractors and Volunteers.*

## 6. Legislation

These guidelines have been drafted with consideration to the following legislation:

- Education Act (NSW) 1990
- Australian Education Act 2013

- Disability Discriminations Act 1992
- Disability Standards for Education 2005

## 7. Definitions

For a full list of definitions relevant to the School's policies refer to the Definitions Register: [www.tallowood.nsw.edu.au/about/annual-reports-policies](http://www.tallowood.nsw.edu.au/about/annual-reports-policies)

## 8. Principles

Tallowood School adheres to the following principles:

### 8.1 Culture of Safety

Tallowood School aims to maintain a culture of safety throughout the school's principles, policies, procedures and actions.

Essential to this culture of safety are:

- open and inclusive conversations,
- respect for all individuals,
- upholding the rights and responsibilities of all.

### 8.2 Supportive Environments

Tallowood School celebrates individuality with support and acceptance, so that children develop self awareness, emotional understanding and personal strength.

Tallowood School aims to enhance the self-esteem of all individuals through positive communication and action.

### 8.3 Equity

Tallowood School aims to ensure all individuals are valued and treated with respect, the rights of all individuals are maintained, and all individuals are supported as required.

### 8.4 Creative Freedom and the Developing Spirit of Individuals

Tallowood School engages with contemporary insights emerging from Rudolf Steiner's indications about the unfolding human individuality. One core insight is that the individual is a threefold being of body, soul, and spirit.

Steiner education seeks to enliven the life of feeling and thinking as well as physical, social, artistic, and spiritual capacities. As the individual evolves, they are able to impart meaning and purpose to their lives and creatively fulfil their unique potential. [Steiner Education Australia](http://www.steiner-education.com.au)

### 8.4 Respectful Relationships

All individuals are to be valued and treated with respect. Respectful relationships support safe and collaborative teaching, learning and social environments.

Tallowood School practices principles of open and inclusive conversation, embracing diversity and personal responsibility.

### **8.5 Procedural Fairness**

Tallowood school aims to provide procedural fairness through the 'hearing rule' and the 'right to an unbiased decision'.

The 'hearing rule' includes the right of the person against whom an allegation or complaint has been made to

- Know the allegations related to a specific matter and any other information which will be taken into account in considering the matter
- Know the process by which the matter will be considered
- Respond to the allegations
- Know how to seek a review of the decision made in response to the allegations

The 'right to an unbiased decision' includes the right to:

- Impartiality in an investigation, and
- An absence of bias by a decision-maker

### **8.6 Accountability**

All individuals have rights and responsibilities in regards to their behaviour. Tallowood School aims to encourage all individuals to accept and act upon their responsibilities.

### **8.7 Evidence-based Practice**

Tallowood School is committed to ongoing collegial conversations, professional development, subscription to educational associations and publications, and participation in relevant sector conferences and events.

## **9. Context**

**9.1** Tallowood school must comply with the NSW Education Standards Authority (NESA) requirements to provide a safe, inclusive and supportive environment for students.

## 10.Rights and Responsibilities

As a parent/carer at Tallowood School	
I have the right to:	I have the responsibility to:
<ul style="list-style-type: none"> <li>Expect my child, once enrolled, to benefit from an education at Tallowood School, as described in the Tallowood curriculum document/s or as outlined in an IEP</li> </ul>	<ul style="list-style-type: none"> <li>Ensure my child attends school regularly, on time and is prepared for learning.</li> <li>Be supportive of the values of Tallowood School as outlined in the Enrolment Contract and Tallowood School Policies.</li> </ul>
<ul style="list-style-type: none"> <li>Feel respected at Tallowood School and know my child (ren) work, play and learn in a friendly, safe and helpful school</li> </ul>	<ul style="list-style-type: none"> <li>Respect the rights of others.</li> <li>Become familiar with the School Wellbeing Policy and be supportive of its implementation.</li> <li>Encourage and assist my child in following the codes of behaviour as outlined in the Tallowood School Policies, procedures and principles.</li> <li>Comply with the Parent/Carer Code of Conduct</li> </ul>
<ul style="list-style-type: none"> <li>Be provided with confidentiality regarding personal, private and/or sensitive issues.</li> </ul>	<ul style="list-style-type: none"> <li>Maintain confidentiality with personal, private and/or sensitive issues - including information about other students and their families.</li> </ul>
<ul style="list-style-type: none"> <li>Be informed of my child's progress and have opportunities for respectful collaborative meetings with the class teacher.</li> </ul>	<ul style="list-style-type: none"> <li>Be supportive of teachers and their endeavours.</li> <li>Maintain communication through the Tallowood School Skool Loop App and email communication.</li> <li>Communicate any concerns about my child in a timely manner, including known explanations for behavioural disruptions as well as any positive behavioural progress to the class teacher.</li> <li>Follow the School's Complaints Handling Policy and Procedures as deemed necessary, in the case of a disagreement and/or concern</li> <li>To attend class meetings</li> </ul>
<ul style="list-style-type: none"> <li>Discuss problems, behaviour modification strategies and support for my child[ren].</li> <li>Have a timely response to concerns raised.</li> </ul>	<ul style="list-style-type: none"> <li>Recognize that a partnership between parents, teachers and students is necessary to promote behaviour in keeping with the school's policies</li> <li>Respect teachers' preparation time before school and make an appointment at a mutually convenient time if you wish to meet with a teacher.</li> <li>Allow a reasonable response time, acknowledging teachers are on class during the day and often have meetings before and after school.</li> <li>Attend meetings requested and/or arranged by the school</li> </ul>

	<ul style="list-style-type: none"><li>• Commit to actions agreed with teachers or staff as a support to the wellbeing of my child/ren.</li><li>• Under no circumstances approach another child whilst in the care of the school to discuss or manage their behaviour (unless in volunteer role, at the discretion of the teacher).</li></ul>
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## 11.Procedures

11.1 Responses to any breach of this code of conduct for parents/carers are at the discretion of the Board, in consultation with the Principal. Responses will be in line with the principles of this policy and the agreement made through the Enrolment Contract.

## 12.Records

This policy is stored in Tallowood School's Google Drive, and on the Tallowood School website