Christchurch Rudolf Steiner School
Te Kura o Rudolf Steiner i Ōtautahi

CODE OF CONDUCT

for parents, caregivers, visitors

Christchurch Rudolf Steiner School | Te Kura o Rudolf Steiner i Ōtautahi is committed to providing a safe and healthy environment for students, staff, and visitors.

Our Code of Conduct serves as a reminder to all parents, caregivers, and school visitors that their conduct must support everyone's emotional and physical well-being, and not harm it in any way. The school's board has set this Code of Conduct as a condition of entry.

The Code of Conduct applies:

- to all conduct, speech, and action, and includes emails, texts, phone calls, social media, or other communication
- while on school grounds or at another venue where students and/or staff are assembled for school purposes (such as a camp or sports match).

Standards of conduct

Christchurch Rudolf Steiner School | Te Kura o Rudolf Steiner i Ōtautahi expects parents, caregivers, and visitors to:

- treat everyone with respect
- work together in partnership with staff for the benefit of students
- respect and adhere to our school values
- set a good example for students at all times
- follow school procedures to handle any complaints
- adhere to school policies and procedures (such as those listed below), and any legal requirements.

Examples of unsuitable conduct include:

- threats, bullying, harassment
- profanity/offensive language
- insulting, abusing, or intimidating behaviour
- racism or discrimination (e.g. based on ethnicity, religion)
- physical aggression
- deception/fraud
- damaging school property
- placing unreasonable and excessive expectations on staff time or resources

- 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
- smoking/vaping or 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 strictly in accordance with Christchurch Rudolf Steiner School | Te Kura o Rudolf Steiner i Ōtautahi policy)
- 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).

Dealing with breaches of the Code of Conduct

How Christchurch Rudolf Steiner School | Te Kura o Rudolf Steiner i Ōtautahi 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 board chair (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.

Outcomes of breaching the Code of Conduct

If a parent, caregiver, or visitor acts or speaks in a way that contravenes the Code of Conduct, possible outcomes may include:

- The school, through the board, 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 241 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 behaviour amounting to harassment, 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.

Further information

Supporting policies and procedures

These policies and procedures are available on our SchoolDocs site.

- Employer Responsibility Policy
    - Complaints
- Health, Safety, and Welfare Policy
    - Alcohol/Drugs and Other Harmful Substances
    - Harassment
    - Smokefree Schools
    - Visitors
- Legislation and Administration Policy
    - Communication
    - Privacy

Relevant legislation

- Education and Training Act 2020, section 241
- Trespass Act 1980, section 3