

Parent Charter

Supporting Your Child's Education at Woodleigh

Successful education is a partnership between the School and the family, and Woodleigh School hopes that you will engage positively with us as partners in your child's education and growth.

The School undertakes to provide a wide range of programs and services for your child. This document outlines some specific things that you, in return, can do to assist us in educating your child. It outlines our key expectations of you and our understandings with respect to key matters such as discipline, pastoral care, and conflict resolution.

Expectations:

- 1 Parents have read and understood the School's key values and principles, especially:
 - our commitment to developing students' initiative, independence, and a sense of responsibility for their own lives and their own actions
 - the importance of respect for the individual and his/her rights, including the right to confidentiality.
- 2 Whenever possible parents will attend key School functions and involve themselves in the School community, including through the PFG. (Key School functions include: Parent Information Nights; Woodleigh Campus Homestead Night; Parent Dinners; Parent/Teacher Interviews; other parent information evenings from time to time.)
- 3 Parents will communicate any concerns directly with the School to the appropriate staff member. Parents will recognise the damage that gossip can do within a community and avoid uninformed speculation. If concerned, you will clarify the matter directly with us.
- 4 Parents understand that the Camps Program is an integral part of the School program (and not optional). Special requests for a child to be withdrawn for sound educational or personal reasons will of course be considered, but such requests need to be timely – i.e. well in advance of the activity. The general expectation, however, is that all students will attend, and camps are costed accordingly.
- 5 Parents understand the priority of class time and will minimise any student absences and give the School appropriate explanations for any absences, especially if extended. Parents will also provide adequate advanced notice of any planned absences, permission for which should be applied for in writing to the Principal well in advance.
- 6 In order for the School to provide effective and suitable programs for students, parents will provide us with timely, appropriate, and relevant personal information about their child. This includes information about special needs (educational, health), family developments (e.g. separation, divorce, illness impacting on the child, etc.), specific emotional concerns of the child and contact details. (This information will be dealt with sensitively according to the School's privacy policy.)
- 7 Disciplinary matters involving children are often complex. We strive to make students aware that their poor behaviour affects others and make them aware of their responsibility to their school community. Thus our primary aim in any disciplinary situation is resolution of the problem, restitution of harmonious relationships, and growth of the individual. Our approach to conflict resolution involves the principles of restorative practices. Through this we attempt to bring about repair and restoration of relationships. Furthermore, our approach is flexible: it will take into account the individuals involved and the circumstances. We will not discuss publicly the details of discipline incidents involving children and will only talk with the parties directly involved. It is our expectation that parents will support us with respect to these approaches.
- 8 Resolving conflict between students of the School should be directed through the School and not parent to parent or parent to other student, although the conflict may arise outside of school hours or online. This is particularly important where the issue is suspected bullying, either in person or online. Due to social media in particular, the School will be involved in conflicts and behaviour outside school hours where the effects of this behaviour play out at school.
- 9 It is our expectation that parents will assist the School in modelling appropriate behaviours for their children. These include:
 - calm and rational dispute resolution
 - a respectful manner in dealing with others (staff and other parents), including the avoidance of hostile confrontation, intimidating/bullying behaviour, abuse, or aggression
 - respect for appropriate ways to raise such issues e.g. face to face where possible (or at least person to person on the phone); with appropriate notice (e.g. make an appointment before coming in and let the staff member know something of the matter you wish to discuss); via the appropriate channels.
- 10 Parents will not attempt to involve the School in disputes between the two parents, especially in situations involving marital disharmony, separation, or divorce. The School will provide equal access to and information about children to both parents as specified under Family Law legislation unless provided with valid Family Court orders to the contrary. Parents should speak to the School with one voice about their child whenever possible.
- 11 Parents understand the need to give the School adequate notice of any intention to withdraw their child (i.e. one full term, as signed in the Terms of Business) and furthermore understand that the Terms of Business they have signed is legally binding.