



BGMS COMMUNITY CODE OF CONDUCT

1. Purpose

Blue Gum Montessori School (BGMS) promotes values that are in keeping with the School's Vision, Mission and Values, as stated in the School Strategic Plan.

At BGMS:

- We are a respectful and inclusive community.
- We provide an environment that inspires a love of learning.
- We care for self, each other and the environment.
- We provide a contemporary Montessori education, supporting student individuality and phases of development.

An important purpose of the BGMS Community Code of Conduct is to acknowledge that Schools are places of learning for the entire School Community: whilst the education of students is the core focus of Schools, it is important to note that staff and families are engaged in continual learning throughout their journey at BGMS.

As students grow, develop and transition, families are required to adapt and learn. Staff are required to be agile as they navigate changes in the educational environment, explore different roles and responsibilities, and adjust to their own professional experience and life journey. Within this context, there is a need for empathy and understanding, and an acknowledgement that learning is taking place across the entire School Community.

The BGMS Community Code of Conduct is intended to provide guidelines for the effective development of positive relationships at BGMS. It outlines clear behaviour expectations for members and specifies consequences for any member who does not meet the standards of the BGMS Community Code of Conduct; whether those persons are on the School campus, or in transit to, or at another location for the purpose of School authorised events or activities.

The BGMS Community Code of Conduct highlights that all community members are responsible for student care and safety, and for maintaining a respectful, law-abiding School environment.

2. Scope

For the purpose of this Code of Conduct, "School Community" comprises parents, guardians, step-parents, families, relatives, friends, supporters, contractors, caregivers and invitees of the School, who attend the School for a variety of reasons; for the purpose of visiting, viewing, participating, supporting or being present for any official School activity, whether learning or social, held by or for the benefit of the School and its students, on or off campus.

3. Commitment to Child Safety and how it relates to our Conduct

BGMS is committed to the safety and wellbeing of all children and young people. Child Safety is the primary focus of our decision-making, policies and procedures. BGMS has no tolerance for child abuse. BGMS is committed to providing a child safe environment where children and young people are safe and feel safe, and their voices are heard about decisions that affect their lives.

Particular attention is given to the cultural safety of First Nations children, children from culturally and/or linguistically diverse backgrounds, and/or children with a disability.



Every person involved in BGMS has a responsibility to understand the important and specific role they play individually and collectively to ensure the wellbeing and safety of all children and young people within the School environment. This responsibility includes the wellbeing and safety of children who may be visiting the School for events or other activities.

Physical Safety

In particular, School Community members must not:

- engage in physical aggression with any member of the BGMS Community,
- use any object (whether as a weapon or otherwise) to threaten, intimidate or injure any person,
- mishandle or physically intimidate children,
- be in possession of, or under the influence of, or provide others with, alcohol or illegal drugs.

The exception to this is, if in the normal course of festivities, alcohol is made available to members or guests of the School Community, within BGMS policy and procedural guidelines.

All School Community members must respect others by:

- working to de-escalate conflict,
- seeking staff assistance, as necessary, to resolve conflict peacefully,
- not being abusive or encouraging others to be abusive - including physical, verbal and/or psychosocial abuse,
- not using networks and social media to intimidate or criticise the School, or members of the BGMS Community.

4. Policy Statement

Dr. Maria Montessori included information related to conduct in her curriculum and pedagogy, emphasising grace and courtesy. The Montessori classroom ideals of respect and care for each other, care for our environment, and care for ourselves, apply to our broader BGMS community. These Montessori ideals and guiding principles are an important part of the BGMS Community Code of Conduct.

5. Principles

The following are the principles which provide the framework for the BGMS Community Code of Conduct:

Honesty and Respect

Honesty and Respect in all matters is the expectation at BGMS. Trust, an outgrowth of honesty, is essential to the maintenance of ongoing positive relationships. In the face of social pressures, truthfulness can sometimes be difficult to maintain; however, honesty is the quality that we value in our students and community members.

Each person's individual context is to be respected and treated with sensibility.

Kindness, Understanding and Inclusivity

BGMS is an inclusive community that welcomes differences and encourages equal access to opportunities and resources. We expect that all BGMS community members will be considerate and work to develop an understanding of diverse community needs, whilst encouraging and maintaining respectful relationships.

With these Principles in mind:

- All members of the School Community are to be treated with respect and dignity,



- Insults, disrespect, and other hurtful acts are not appropriate; as these acts contradict the BGMS Vision, Mission and Values; and the goals of learning communities,
- The School Community plays an important role in the education of children. Parents/caregivers/families have a responsibility to support the efforts of School staff in maintaining a safe and respectful learning environment for all.

This responsibility requires community members to:

- Support the BGMS Vision, Mission and Values, and Montessori approach,
- Show an active, non-competitive, interest in their child's schoolwork and progress,
- Help their child be neat, appropriately dressed and prepared for School,
- Ensure regular, punctual School attendance,
- Promptly report to the School their child's absence, late arrival or early departure,
- Encourage and assist their child to learn and practice healthy social skills, and eating habits,
- Communicate with the School in a respectful and timely fashion,
- Make appropriate appointments with School staff, and be mindful of effective times to communicate with staff,
- Provide staff with an opportunity to prepare a considered response to communications,
- Work cooperatively with School staff to resolve issues that may arise,
- De-escalate potential conflict situations,
- Respect the professional expertise of teaching staff and BGMS staff,
- Seriously consider and act on professional recommendations; including educational, medical and wellbeing related matters,
- Respond appropriately to requests related to school compliance requirements with external authorities,
- Be familiar with relevant BGMS Policies and Procedures that are communicated by the School,
- Treat all community members with dignity and care, including following the BGMS guidelines and instructions for car parking, Kiss n Drop, and movement around the School,
- Not utilise social media, networks, or public media to criticise community members or BGMS,
- Not engage in conduct that damages the reputation of the School,
- Report child welfare and wellbeing concerns to relevant authorities, and as appropriate, to the BGMS Executive and/or BGMS Board,
- Maintain sound financial standing with the School.

6. Behaviour Standards

As a minimum, all members of the School Community are expected to behave with respect, civility and in the manner of a responsible citizen.

This means all BGMS Community members are required to:

- Respect all applicable Federal and State laws,
- Respect the legal and moral rights of others,
- Demonstrate honesty and integrity,
- Respect differences in people, their ideas and opinions,
- Treat others fairly and with dignity; regardless of their gender, gender identity, gender expression, nationality, cultural background/orientation, religion, sexual orientation, disability or any other characteristic,
- Show proper care and regard for School property and the property of others,
- Take appropriate measures to help those in need,
- Be civil to people who are in positions of responsibility and/or those who are required to fulfil workplace



requirements,

- Respect the needs of others who work in an environment of teaching and learning,
- Consider the impacts of all actions, including those intended as goodwill measures, that may unnecessarily distress children, staff and other families. For example, sending public birthday invitations to a select few children, or bringing nut-based gifts to School.
- Respect student privacy laws, including requiring consent for the collection, use, and disclosure of student images,
- Consult with classroom teachers and the School, particularly, if in doubt about how to proceed with something that may have a detrimental impact on others.

7. Breach of this Community Code of Conduct

The consequences for a member of the School Community breaching the BGMS Community Code of Conduct will be as determined at the Principal's discretion, with consideration of the Work Health and Safety of Staff and the wellbeing of students and families.

The Principal may report and/or refer to the Board Chair as required.

The consequences of a breach of the BGMS Community Code of Conduct may include any one or more of the following:

- The School may direct any member to communicate within the School environment via a particular method.
- The School may direct any member to only communicate with teaching staff or staff through a nominated School representative.
- The School may direct any member to drop-off and collect their child from a specific location such as the School Administration.
- The School may restrict any member of the School Community from attending school events, extra-curricular activities or social events.
- The School may restrict any member of the School Community from being on the School grounds in general.
- In the case of an extreme or prolonged breach of this Community Code of Conduct, the School may terminate the enrolment of the child/children of that member, with due financial payment considerations.
- The School may take such other steps, as it may, in its reasonable discretion to determine appropriate action according to the nature of the breach; in compliance with Federal and State Law, and the Standards and Requirements of Non-Government Schools in Western Australia.

8. Right of Appeal and Acceptance of the BGMS Community Code of Conduct

- BGMS community members may refer to current BGMS grievance procedures when seeking to appeal actions taken by BGMS in relation to breaches of the Community Code of Conduct. If assistance is required, members are encouraged to contact the BGMS Principal and/or BGMS Board.
- BGMS community members agree to abide by this Code of Conduct during the Enrolment process.

9. Records Management

- Code of Conduct matters are recorded in the confidential BGMS Human Resources system.

Approval and Amendment History	Details	Date
Original Approval Authority and Date	Creation and review of policy	29/05/2018
Re-format and Review	Changed Parent Code of Conduct to School Code of Conduct	19/05/2025
Principal	Review and update.	04/08/25