



Parent/Guardian, Visitor Code of Conduct

Policy Monitoring, Evaluation and Review

This policy is effective for Calisthenics Buderim Inc.

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Ratified by:	Executive Team
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Revision History:

Version	Date	Author/Editor	Summary of Changes:
1.0	July 2018		New policy.
2.0	June 2019		Added section on use of mobile phones/devices.
3.0	January 2023		Further clarified behaviour that is not tolerated. Updated Incident Report Form to include details of perpetrator.

Parent/Guardian, Visitor Code of Conduct

1. Introduction

The purpose of this document is to provide guidelines for desirable and appropriate behaviour of all parents/ guardians, and visitors. The Code of Conduct is designed to provide principles and practices to guide adult behaviour. It will assist in ensuring the safety and wellbeing of pupils, coaches, club members and parents.

As a Club we have a responsibility to provide, as far as practicably possible, a safe place that is free from discrimination, bullying, and/or harassment. We ask that all parents/ guardians, and visitors read and adhere to the standard of conduct below.

2. Scope

This code of conduct applies to parents, guardians, and visitors to Calisthenics Buderim Inc.

3. Expected behaviour and conduct

- Respect the values and ethos of our club
- Understand that coaches and parents/guardian need to work together for the benefit of their students;
- Treat all members of the club with respect and therefore set a good example in their own speech and behaviour.
- Approach the club to help resolve any issues of concern in a calm and respectful manner;
- Under NO circumstances should a pupil/student, parent/guardian, coach or club member be approached directly in a confrontational manner.

In relation to the Pupils/students:

- Be a positive role model at all times.
- Always speak in an encouraging and positive manner.
- Listen actively to pupils/student and offer empathy, support and guidance where needed.
- Regard all pupils/student equally and with respect and dignity.

4. Behaviour and conduct that is NOT tolerated

Calisthenics Buderim Inc will not tolerate parents, guardians and visitors exhibiting the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of training, administration or any other area where the club is situated including competitions, concerts, team bonding days or events.
- Use of loud or offensive language or tone, swearing, cursing, using profane language or displaying temper;
- Threats to a member of coaching staff, visitor, fellow parent/guardian or pupil/student
- Open display of disrespect to any member of the club including coaches and pupils
- Defamatory, offensive or derogatory comments in communication, either verbal or written (including emails, text/voicemail/phone messages or other written communication – Eg: Facebook) to a member of the club including coaches and pupils.
- Defamatory, offensive or derogatory comments regarding the club or any of the pupils/students, parents, staff or coaches on any social media sites;
- Use of equipment to record conversations with members of the club.
- Use of physical aggression towards another adult or student. This includes physical punishment against own student on academy premises, which is likely to put a student at risk of harm or constitute a safeguarding breach, which will lead to immediate action.
- Approaches to someone else's student in order to discuss or chastise them because of the actions of this student towards their own student (such an approach to a student may be seen to be an assault on that student and may have legal consequences)
- Inappropriate or damaging comments towards coaches, club members or parents of Calisthenics Buderim Inc or other members of the calisthenics community. This may constitute CAQI and or ACF being notified and possible registration revocation.
- Smoking and consuming alcohol or other drugs whilst on club property.
- Damage or destruction of club property; and

5. Inappropriate use of social media

In the event that any parent/guardian of a pupil/student at one of Calisthenics Buderim or other community member is found to be posting libelous or defamatory comments on social media sites, they will be reported to the appropriate 'report abuse' section of the social media network site. All social media sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report content or activity which breaches this. Calisthenics Buderim Inc, will also expect that any parent/guardian, pupil/student or community member removes such comments immediately. Where a pupil/student has posted comments, it is the responsibility of the parents or legal guardians to ensure this content is removed.

6. Use of mobile phones/devices

Parents, guardians, and visitors are not permitted to take photographs or recordings of pupils unless they are attending club events where permission has been given. Photographs and recordings taken at such events should be for domestic purposes only and should not include any student other than their own. We ask that parents, guardians and visitors do not post any images or videos that include any student other than their own student on any social media or otherwise publish those images or videos.

7. Dealing with incidents

An overview of the approaches to dealing with breaches of this code of conduct can be found in Appendix A.

All incidents of threatening behaviour, abuse, violence or any other breach of this code of conduct will be recorded on the incident report form located in Appendix B.

Parents, guardians and visitors who display behaviour that breaches this code of conduct will, in the first instance, be politely asked to stop and offered the opportunity to discuss the matter in person.

If either party feels it is not conducive to have these discussions immediately following the incident, an appropriate time will be arranged for these discussions to take place.

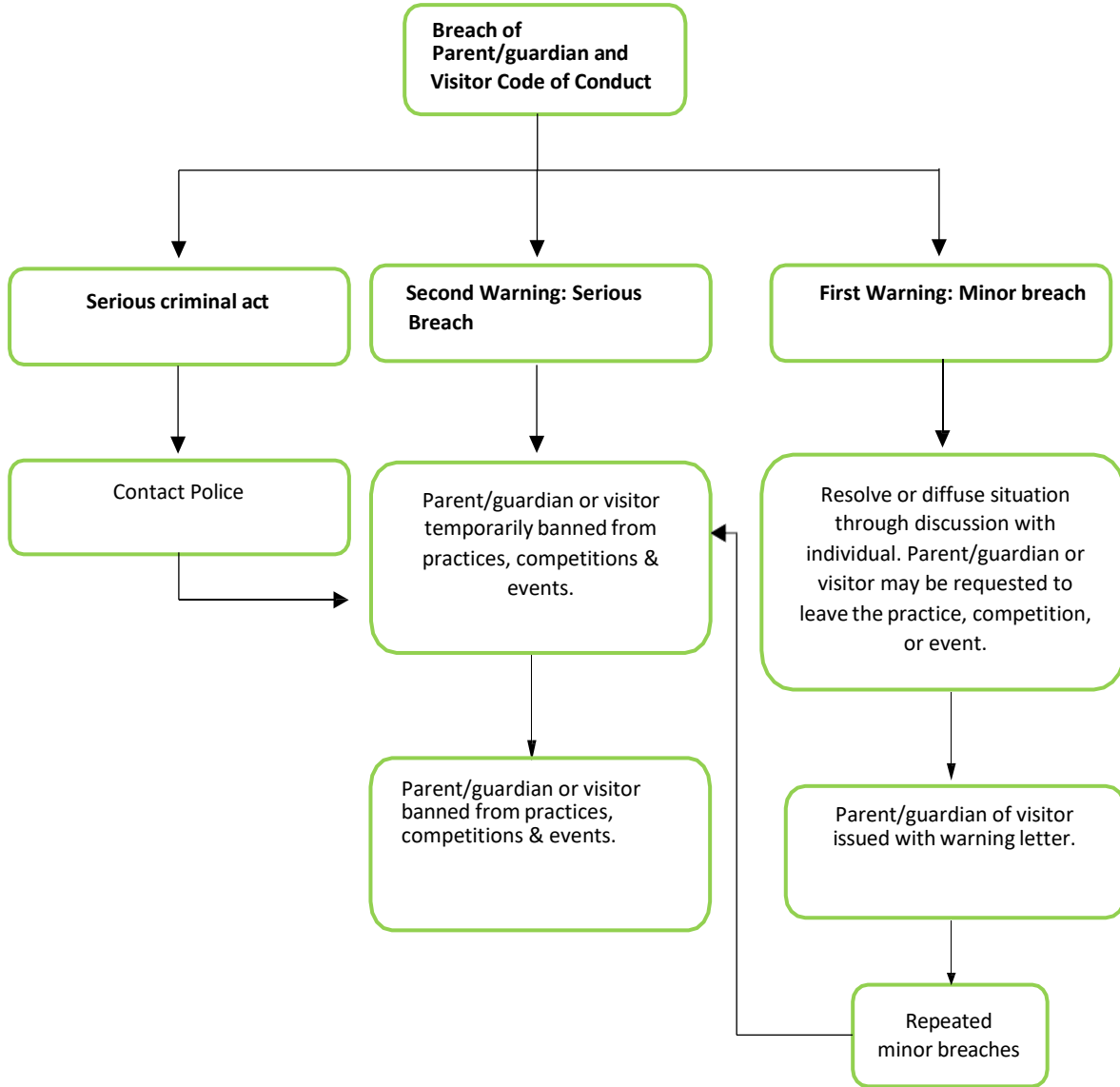
We recognise that behaviour is often driven by emotion and whilst this may explain an incident/response/or reaction in the first instance, it will not excuse breaches of the policy.

Where parents, guardians or visitors continue to act unacceptably, principals may feel it necessary to issue a warning letter to the individual stating that should the behaviour persist, it may lead to a ban from practice, competitions, and events.

If necessary, and as a last resort, Calisthenics Buderim Inc may bar parents, guardians and visitors from practice, competitions and events. In such cases, the principal will write to the individual stating that a bar has been put in place, state the length of the ban, with a review date and will provide the parent, guardian, or visitor with an opportunity to make representations before finalising the bar..

Appendix A:

Approach to dealing with breaches of the Parent/Guardian and Visitor Code of Conduct



NOTE: Ban length may vary depending on the severity of the breach. The Executive Committee will confirm length of ban in writing. Multiple breaches from parent/guardian or visitor may result in a ban from your child's involvement in Calisthenics.

Appendix B:

Parent and Visitor Code of Conduct

Incident Report Form



Date of incident:	Time of incident:
Details of person reporting incident	
Name:	Position:
Details of person assaulted/verbally abused (if appropriate)	
Name:	Position (if member of staff)
Class Details:	
Details of perpetrator(s) (if known)	
Name:	Context in which known (parent, contractor, etc.)
Details of incident:	
Type of incident:	<i>(e.g. verbal assault, physical assault, nuisance)</i>
Location of incident:	
Details of incident:	<i>(describe incident, including, where relevant, events leading up to it; relevant details of trespasser/assailant not given above; if a weapon was involved, who else was present)</i>
Witnesses:	<i>(name, relation to incident (e.g. parent/student/staff member) and contact details)</i>
Outcome:	<i>(e.g. whether police called; whether trespasser was removed from premises under section 547; whether parents contacted; what happened after the incident; any legal action)</i>
Other relevant information	<i>(e.g. possible contributory factors, has the parent, guardian or visitor been involved in any previous incidents?)</i>
Signed:	
Date:	

This form should be retained by Calisthenics Buderim Inc.