PRINCE ALFRED COLLEGE

3.11 Community Code of Conduct

Prepared by:	**Deputy Headmasters (Secondary and Preparatory)**
Approved by:	**The Executive Team**
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1. Purpose

1.1 Prince Alfred College (PAC) values parents as essential partners in the educational journey of their child. We actively encourage their engagement and involvement in College activities. This document outlines the protocol for parents, caregivers and visitors' (including Old Scholars) engagement by establishing conduct standards to ensure a respectful, inclusive and supportive environment for the entire PAC community. The Code of Conduct is not limited to the College's sites or College hours. The Code of Conduct is relevant to all College related activities and events, including people representing the College at a location other than the College's premises.

1.2 Parental involvement refers to participation in both formal and informal activities at the College, acknowledging that parental engagement encompasses the broader role parents play in supporting their child's development. Involvement and engagement in the College fosters strong relationships between parents, teachers, coaches and tutors, contributing to student success.

1.3 At PAC, we believe that parent engagement is associated with improvements in the academic progress and wellbeing of students across the College. Research indicates that effective parental engagement strategies have the greatest impact when they:

a) link family, teacher, and student behaviours to learning outcomes;

b) clearly define parental and teacher roles in the learning process;

c) encourage family behaviours that support learning; and

d) foster consistent and positive relationships between the College and parents.

1.4 Research has also shown that parents who provide a safe, secure and intellectually stimulating home environment, and who model educational values and aspirations, have a significant and positive effect on achievement and their child's maturation.

2. Definitions

College	means Prince Alfred College (PAC), as represented by the authorised delegates of the College Council.
College-related activity	includes, but is not limited to, College sporting, music, drama and community events, excursions, camps, Interstate and overseas tours. It also includes Old Scholar events.
Parent	means one or more parents, caregivers, or guardians of a student enrolled at the College.

3. Policy Statement

3.1 The College has identified the following values that guide the principles of the Community Code of Conduct:

Respect - We respect ourselves, those around us and our environments.

Excellence - We achieve our personal best in everything we do.

Belonging - We ensure every member of our school community feels welcome and connected.

Endeavour - We are curious, courageous and will rise to a challenge.

3.2 Parents play a vital role in modelling respectful behaviour and treating all members of the PAC community with courtesy and consideration.

3.3 The partnership between family and the College will encourage positive parent-teacher relationships, open communication, engagement in the College community and support for the student's learning and wellbeing.

3.4 The College is responsible for establishing and administering the policies, procedures, and rules that govern the day-to-day operations of the College. It is important that parents:

a) recognise and respect the College's values, standards and expectations;

b) adhere to and encourage their child to adhere to the College's requirements; and

c) support the College's decisions.

4. Elements of Engagement and Conduct

Support for Student Learning

4.1 Parents play a vital role in their child's academic journey by:

a) ensuring regular attendance, punctuality, and preparedness for class;

b) encouraging a positive attitude towards education and excellence;

c) fostering a supportive home learning environment;

d) having ongoing conversations with their son about their Approach to Learning data;

e) understanding and where appropriate referencing the Princes Men Charter.

Participation and Engagement

4.2 Parents are encouraged to:

a) participate in College-related activities, events, and meetings to stay informed and involved in their child's education

b) if able, volunteer for PAC community functions and support co-curricular activities, promoting a sense of belonging within the PAC community.

4.3 Parents are welcome and encouraged to attend sporting events, co-curricular events, and must adhere to the Code of Practice of the Sport Association for Adelaide Schools.

4.4 Parents must not be rude to, abuse, threaten or otherwise seek to intimidate an umpire or referee, coach, a player, staff, another parent, any other member of the College community, or any member of the public. If parents have concerns about the behaviour of a student, another parent, or member of the public they should speak with a member of staff from the PAC or the school they are visiting.

4.5 If a parent has concerns about the selection process for a sport or activity, they are able to make contact in a respectful way with the Director of that activity/sport or the Head of Sport. They should not approach a coach before, during, or immediately after a game.

Positive Role Modelling

4.6 Parents are asked to demonstrate respect, excellence, endeavour, and belonging through their actions and behaviour with staff and other parents.

4.7 Parents are required to honestly report the reasons for student absence or illness, particularly where this relates to learning and assessment tasks which may be incomplete, are yet to be submitted or for which the student wishes to revise ahead of performing a timed assessment.

4.8 Parents should not attempt to involve the College in any parental dispute that may arise. The College cannot make judgements on the merits of claims by one parent against another and should not be asked to do so. It is to the benefit of the child for the College to remain neutral to ensure our focus is on support for the child and school remains a safe space.

4.9 The College will uphold any court order regarding access, custody arrangements, or communications with parents.

4.10 The College will not engage in conversations about, or provide information relating to a student, unless it is the child of the parent the College is speaking with.

Fostering Belonging

4.11 Parents contribute to creating an inclusive and welcoming environment where everyone feels a sense of belonging.

4.12 Parents are expected to respect and support the culture of diversity and inclusion within the College community.

Respect and Communication

4.13 The College is committed to maintaining open, regular, and transparent communication with parents through the PAC App, The Red Thread, emails, social media platforms, website, publications, events, and parent-teacher meetings. Effective communication between staff, parents, students and the community form the foundation for developing and maintaining partnerships.

4.14 The College will offer workshops and information evenings to empower parents to support their child's education and wellbeing. Parents are invited to provide feedback and suggestions to the College leadership team to enhance the educational experience.

4.15 The College publishes information to help parents understand the Approach to Learning Framework and the Student Code of Conduct (Parents of students in Years 3-12 are required to complete, with their son, the Student Code of Conduct questionnaire at the start of each year). This will assist parents to discuss their child's learning, how their son engages with other members of the community and to effectively communicate with teachers using a common language.

4.16 Parents are expected to communicate with teachers, staff, and community members with respect and courtesy. Whether in person, via email, or through other communication channels, interactions should remain constructive and professional. Concerns should be addressed through appropriate channels in the spirit of trust and cooperation.

4.17 The College conducts parent-teacher meetings where student progress can be discussed. Parents may also request meetings with staff on an as needed basis - within reason. To arrange a meeting, parents should contact their child's classroom teacher, tutor, Head of House, or subject teachers directly. Staff are generally occupied with teaching during the day and may not be able to respond immediately. We ask staff members to respond to an email within two business days.

4.18 Parents must refrain from contacting staff at home, on personal mobile numbers, or via personal social media.

4.19 Parents participating in class or year level groups such as WhatsApp are to adhere to the Community Code of Conduct at all times.

4.20 It is important to respect staff members and not criticise or undermine them publicly or in community forums such as WhatsApp groups. If concerns arise, they should be addressed respectfully with the staff member involved or conveyed to the Head of House, Head of Middle/Senior Years, Deputy Head of Preparatory School or one of the two Deputy Headmaster's as necessary.

4.21 Parent communications, whether verbal or in writing, with other members of the College community, including staff, other parents and students, must be:

a) courteous, considerate and respectful; and

b) accepting and respectful of individual, culture and social differences.

4.22 Parents are expected to communicate respectfully and must avoid:

a) engaging in behaviour that could be perceived as harassment, bullying, threats or insults toward others;

b) making hurtful or unkind remarks, including ridicule or name-calling

c) publicly criticising others in a way that may cause distress or harm;

d) using language that is inappropriate, offensive or disrespectful;

e) displaying confrontational, intimidating, or threatening body language; or

f) sharing unverified or misleading information about the College or its staff.

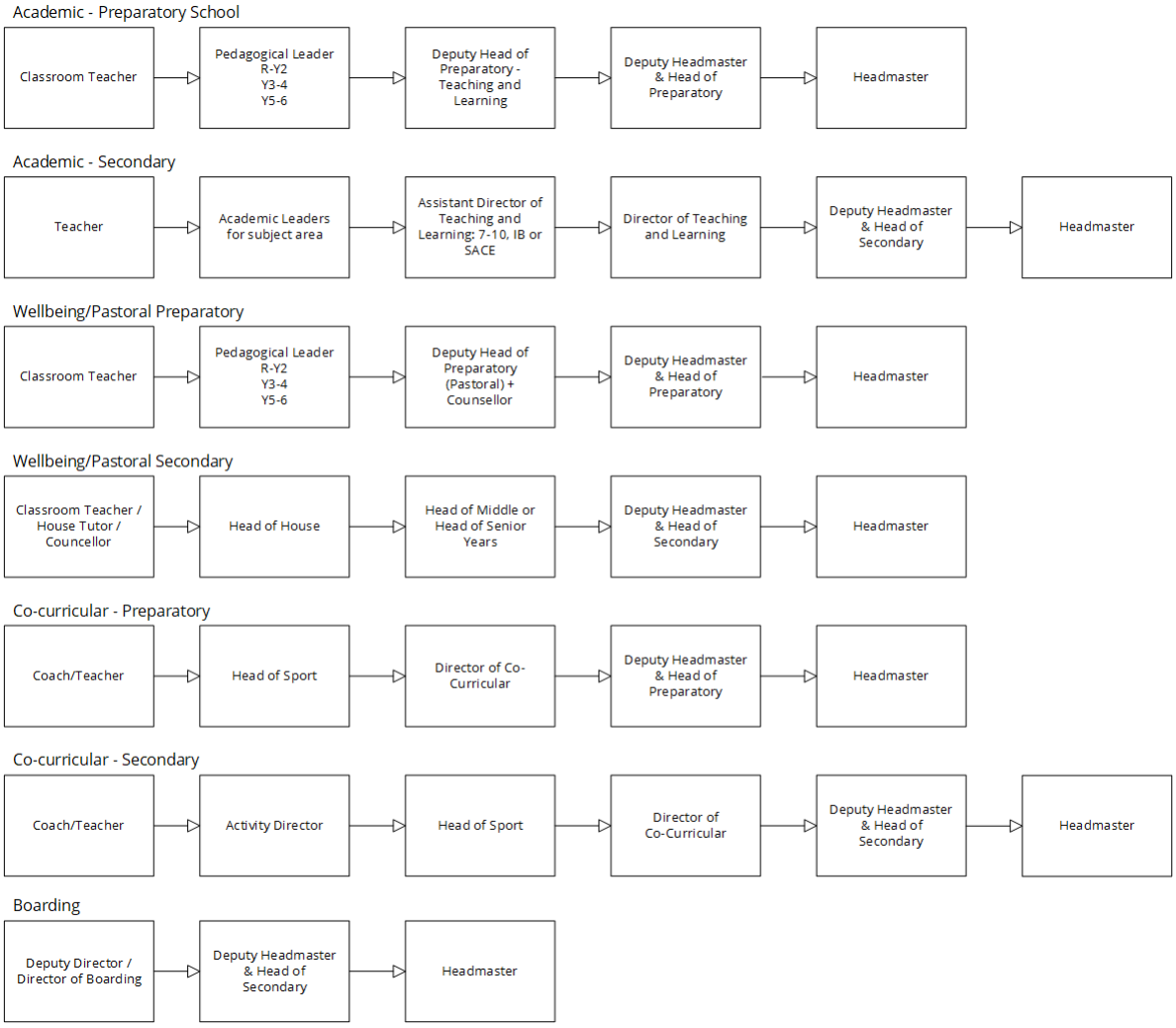
5. Raising Concerns

5.1 Conflicts between students may occasionally arise. It is important that parents encourage their son to seek appropriate solutions directly with the College in the first instance, which may include speaking with a classroom teacher or the Head of House in Secondary School.

5.2 If this approach does not lead to a satisfactory resolution, parents are encouraged to raise their concerns with the Deputy Head of Preparatory School or Head of House of the Secondary School. Parents should avoid directly approaching another parent or student with grievances.

5.3 If a parent has a concern regarding a staff member, they may address it directly with that staff member or with the relevant Deputy Headmaster.

5.4 For concerns of an academic or pastoral related nature—such as approach to learning, classroom management, behaviour management—parents should follow the procedures outlined below.



5.5 Parents are expected to support the College in upholding the Behaviour Management and Sanctions Policy, as well as the Anti-Harassment and Bullying Policy. Incidents will be investigated by the appropriate staff member and managed in accordance with these policies to ensure procedural fairness for the student.

5.6 When applying sanctions as an outcome to an investigation, care and consideration is given to all factors and individual student circumstances that the College is aware of. Throughout our processes we ask for parental support to ensure students can learn from a particular incident or poor behaviour.

5.7 For further information please refer to the Managing of Parent or Student Complaints Policy

6. Observing respect and communication protocol

6.1 If a parent does not adhere to the respect and communication protocols outlined in this policy, the Headmaster, at their discretion and depending on the nature of the concern, may:

a) request a meeting with the parent;

b) provide the parent with a formal reminder or warning;

c) adjust the parent's access to specific teachers or operational staff;

d) place temporary restrictions on a parent's access to the College's premises or events; or

e) in serious cases, review the student's enrolment at the College.

PAC Executive

November 2025

The Community Code of Conduct should be read in conjunction with:

Student Code of Conduct

Behaviour Management and Sanctions Policy

Anti-Bullying and Harassment Policy

Princes Man Charter