



Woolooware Outside School Hours Care

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PARENT CODE OF CONDUCT

Woolooware Outside School Hours Care is committed to protecting children attending the service and staff and families at the Centre. The service strives to provide a child safe environment at all times and this code aims to provide parents/caregivers and visitors with certainty about what are acceptable standards of behaviour when attending this Centre. This Code will guide parents/ caregivers and visitors in a way to ensure the safety, welfare and wellbeing of staff, children and families at all times.

As a parent/caregiver of a child attending WOSHC, you must meet the following requirements in regards to your conduct during the times when you are present at the Centre.

1. Respect the rights, dignity and worth of every staff member, management committee member, child and their family regardless of their gender, ability, cultural background or religion.
2. Be a positive role model.
3. Be courteous and respectful.
4. Use appropriate language at all times.
5. Remember that children learn best by example.
6. Do not attend the Centre if you are affected by illegal drugs or alcohol, or consume them while at the Centre.
7. Do not smoke (including e-cigarettes) at the Centre or surrounding areas.
8. I will respect the facilities and equipment at WOSHC.

PARENT CONTRACT

I /We hereby support my/our child/rens enrolment at WOSHC. I have carefully read this code of conduct, and accept responsibility for complying with it in all respects. I also agree that sanctions may be imposed should I/We breach any aspect of the Code of Conduct. These may include:

- Warnings, either verbal or in writing
- Permanent exclusion from the Centre
- Exclusion from the Centre for a period of time as set down by the Management Committee. Your child will still be able to attend the Centre, however, you must make arrangements for an authorised person to drop them off or collect them during the exclusion period. A meeting will be held with management to determine an appropriate course of action in order to move forward.

In order to provide a safe environment for staff, children, families and visitors at the Centre, management reserves the right to take appropriate action if this Code of Conduct is breached in any way. By enrolling my child/ren at WOSHC, I/We acknowledge that I/We have read and agree to comply with the above Parent/Caregiver Code of Conduct. I accept that breaches of the Code of Conduct will carry consequences as listed above.

DATE ENDORSED: April 26, 2021

DATE FOR REVIEW AND EVALUATION: April 26, 2023