

Parent/Guardian Code of Conduct

Purpose:	The purpose of this Code of Conduct is to: • set clear expectations for the conduct of parents and guardians within the Montessori International College (MIC) community; and • support a mutual understanding of the College's expectations of the behaviour necessary to facilitate safe and positive interactions and outcomes in our community in accordance with the College's values and philosophy.	
Scope:	This Code applies to all parents and guardians of students enrolled at MIC as well as any person acting on behalf of a parent or guardian in connection with a student's enrolment at the College. This Code should be read in conjunction with MIC's Community Code of Conduct and Enrolment Policy.	
Status:	☐ Draft ☒ Approved	Supersedes: Parent/Carer Code of Conduct V1
Authorised by:	School Principal	Date of Authorisation: 20/03/2026
References:	• Child Protection Act 1999 (Old) • Education (General Provisions) Act 2006 (Old) • Work Health and Safety Act 2011 (Old) • Education and Care Services National Law Act 2010 • Education and Care Services National Regulations 2011 (ACECOA); Regulation 157 – Access for parents • National Quality Standard, Quality Area 7: Governance and Leadership • College Constitution • Enrolment Policy • Relevant Codes of Conduct • Report and Resolution (Complaints Handling) Policy	
Review Date:	Annually	Next Review Date: April 2027
Policy Owner:	Executive Leadership	

POLICY STATEMENT:

Parents and guardians are recognised as partners in their child's educational journey. Consistent collaboration between home and school supports student wellbeing, independence, and social development. Where staff, parents and guardians work effectively together, especially when challenges arise, we achieve better outcomes for all - most importantly the children.

By accepting an offer of enrolment at MIC, parents and guardians acknowledge their shared responsibility to engage with the College in a manner that supports the safety, dignity, and orderly functioning of the Montessori learning environment for all students.

MIC have a Code of Conduct so that:

- Expectations of behaviour are clear for all members of MIC's community;
- The most effective, safe and nurturing learning environment for the children are supported;
- Positive behaviour and collaboration is consistently role modelled to the children, even when challenges arise;
- A safe and positive work environment for MIC's staff is supported, allowing them to perform at their best.

The College expects all members of the MIC community to act in accordance with the Community Code of Conduct, as well as their role-specific Codes, the College Constitution, and other relevant College Policies.

The College also expects parents and guardians, visitors and volunteers to:

- Make appointments in advance of expecting to obtain an interview with staff members. In cases where matters are by their nature personal, confidential, require reflection or serious, interviews enable matters to be discussed in a calm, unhurried and confidential atmosphere;
- Promptly and respectfully follow directions of staff whilst on College premises;
- Supervise and take full responsibility for their children on College premises who are not at that time in the College's care, including any 'out of hours' College events;
- Only approach another person's child when you have clear permission from their parent or guardian;
- Keep the entry and exits to College's premises clear for safety purposes;
- Show respect and courtesy to MIC's neighbours and local community when arriving and departing the College premises, including on roads around the College.

If a parent or guardian is unsure about the appropriate way to raise a question or concern, they are invited to contact the College. The appropriate channels are defined in MIC's College policies which are available on the website or via Class Guides.

"We must help the child to act for himself, will for himself, think for himself; this is the art of those who aspire to serve the spirit."

Maria Montessori, Education for a New World, p. 69

Commitment to Montessori Values and Culture

Foundational to MIC's community, and the Montessori philosophy and pedagogy that guides the College, is the philosophy of Peace Education as foreseen by Dr. Maria Montessori, who saw the work of the educational environment as one where we support the development of the future citizens of the world to recognise their role in creating a peaceful future for all of humanity. Through Peace Education, MIC aims to equip students with the interpersonal skills required to be peaceful global citizens, such as resilience, effective communication, and conflict resolution.

The prepared environment therefore extends beyond the physical classroom to include the emotional and relational tone created by the people within it. The prepared adults within MIC's community, including staff, parents and guardians, are recognised as role models of these interpersonal skills, continuously modelling productive ways to work through negative or overwhelming emotions. As such, parents and guardians are expected to:

- support MIC's Montessori philosophy and educational approach;
- engage constructively with College staff in matters relating to their child's learning and wellbeing; and
- contribute to a respectful and collaborative community culture in alignment with the expectations outlined in the MIC Community Code of Conduct and Enrolment Policy.

This Code of Conduct exists to support shared responsibility for maintaining a calm, orderly, and psychologically safe learning environment in which all members of the community are able to participate with dignity and purpose.

Where challenges arise, the College seeks to respond in ways that are restorative, developmentally appropriate, and consistent with Montessori principles of independence, accountability, and peaceful collaboration, while also ensuring that the integrity of the learning environment is preserved for all students.

"Establishing lasting peace is the work of education."

— Maria Montessori, *Education and Peace*, 1972

WORKING TOGETHER:

MIC operates within clearly defined professional and governance structures to ensure the safety and wellbeing of students and the effective functioning of the College. Parents and guardians are expected to engage with the College in a manner that supports staff in the education and support of students during College time. Parents and guardians will:

- respect the professional expertise and authority of College staff in supervising and managing students during College time;
- follow appropriate College processes when raising questions or concerns;
- ensure that communication with staff is respectful and focused on student outcomes;
- maintain the confidentiality of students, families, and staff by refraining from sharing or discussing College-related matters in informal forums such as group messaging platforms, social media, or email;
- avoid public commentary or discussion of individual students, staff members, or other members of the College community where such communication may undermine their role, authority, or wellbeing within the learning environment; and
- support the College's efforts to maintain a safe and psychologically secure learning environment for all students.

Non-Compliance

In rare and exceptional cases where a person to whom this code applies breaches this code, the Principal (or qualified nominee) may respond with appropriate action depending on the degree of seriousness of the conduct involved. Such actions include, but are not limited to:

- Ask to meet with, or write to, the person about our expectations and concerns about their behavior;
- Issue an official warning;
- Impose or agree to conditions on the person's access to the grounds or interactions with staff;
- Withdraw the right to communicate with any staff member other than the Principal;
- Withdraw future permission for the person to enter the grounds without permission of the Principal;
- Direct the person to immediately leave the grounds and call the Police to remove the person, should they refuse;
- Otherwise direct the matter to the Police or other relevant Government authorities;
- If the misconduct is severe and/or repetitive despite requests from the College to discontinue, and the College's relationship with the parents/guardians has become difficult and/or unworkable, the misconduct may be considered a breakdown in mutual trust and co-operation which is grounds of termination by the College of the enrolment contract;
- Pursue legal avenues.

Raising Concerns

MIC encourages concerns to be raised in a timely and constructive manner. Concerns should be addressed through the appropriate channels outlined in MIC's Report and Resolution (Complaints Handling) Policy. Where appropriate, concerns may first be raised informally with the relevant staff member. Where this is not suitable, matters may be escalated in accordance with College policy.