

Code of Conduct

Parent | Guardian | Volunteer | Community

Together, we create the community we want our children to experience.

Welcome to **Mt Gravatt Community Kindergarten**. We are delighted that you are a part of our kindergarten community. Our kindergarten is a community-based, not-for-profit early childhood service where children, families, educators, volunteers and our Management Committee work together to create a welcoming, inclusive and inspiring place for children to learn and grow.

Every interaction helps shape the culture our children experience.

Together, we create a community where every child feels safe, valued and supported to flourish.

Our Commitment



Child Safe

Children's safety and wellbeing come first.

We are committed to the National Principles for Child Safe Organisations.



Respect

We treat everyone with kindness, courtesy and dignity.



Inclusion

Every child and family is welcomed, valued and belongs.



Partnership

Families and educators work together to support children's learning.



Professionalism

We provide a quality kindergarten program upholding the National Quality Framework and the Education and Care Services National Law and Regulations.



Community

Every contribution strengthens our kindergarten.

What We Ask of Our Community



Respect Everyone

- Treat everyone with kindness and courtesy.
- Model respectful behaviour for children.
- Value diversity and different perspectives.



Communicate Respectfully

- Speak directly with teaching staff if concerns arise.
- Listen with respect.
- Assume positive intent.
- Allow time for concerns to be investigated.
- Respect the privacy of others.



Work in Partnership

Families are children's first teachers.

Together we:

- support children's learning
- share important information
- respect educators' professional knowledge
- make decisions in children's best interests.



Child Safety

Everyone has a responsibility to:

- ✓ Promote children's safety and wellbeing
 - ✓ Respect children's rights
 - ✓ Report concerns immediately
 - ✓ Help every child feel safe and included
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Supporting Our Community Kindergarten

Mt Gravatt Community Kindergarten is proudly managed by a volunteer parent Management Committee (the Approved Provider) elected annually from the current cohort of parents.

Every family's circumstances are different, but every contribution helps strengthen our community.

It is an expectation that every family will contribute in some way such as:

-  Attending working bees
-  Supporting fundraising
-  Participating in family events
-  Sharing skills or resources
-  Helping create a welcoming community

Privacy & Social Media

To protect everyone's privacy:

- ✓ Photograph only your own child unless permission has been given.
- ✓ Respect the privacy of children, families and staff.
- ✓ Do not share images of other children online.
- ✓ Raise concerns directly with the kindergarten rather than on social media.
- ✓ Maintain confidentiality when volunteering or serving on the Management Committee.

? Raising Concerns

We encourage concerns to be raised early so they can be resolved respectfully. Many concerns can be resolved quickly through open and respectful communication.

1 Speak with your child's Teacher/Nominated Supervisor. They will: listen respectfully; clarify the concern; explain relevant practices or decisions and work collaboratively to identify an appropriate solution where possible.

2 If needed, speak with the Teacher/Nominated Supervisor from the other group. They will: review the concern; consider the information provided; discuss the matter with those involved where appropriate and assist in identifying a fair and respectful outcome.

3 Contact the President of the Management Committee if the concern remains unresolved. They will ensure the concern is managed fairly, respectfully and confidentially in accordance with kindergarten policies.

 **See the Complaints Handling Policy for more information.**

Complaints should not be discussed on social media, community messaging groups or other public forums. We ask families to work directly with the kindergarten so concerns can be managed fairly, respectfully and confidentially.

Where appropriate, the kindergarten will review its policies, procedures and practices to support continuous improvement. We view respectful feedback as an opportunity to strengthen our service and continue improving outcomes for children and families.

For any Child Safety Concerns: Report immediately to a Teacher/Nominated Supervisor. Where required by law, the kindergarten will make reports to the relevant statutory authorities.

Unacceptable Behaviour

The following behaviours are not acceptable:

- Bullying or harassment
- Aggressive or threatening behaviour
- Discrimination
- Violence
- Breaches of confidentiality
- Offensive social media comments
- Behaviour that places others at risk
- Attending while affected by alcohol or illicit drugs

Working Together

Mt Gravatt Community Kindergarten is more than a place where children attend kindergarten.

It is a community built on kindness, trust, collaboration and shared responsibility.

By treating one another with respect and working together, we create an environment where children feel safe, valued, confident and inspired to learn.

By being part of our kindergarten community, families agree to uphold this Family Code of Conduct.

As an organisation Mt Gravatt Community Kindergarten has the right to cease the program for a family who are consistently non-compliant or obstructive in relation to the expectations laid out in this Code of Conduct. The following behaviour towards any person are unacceptable: all forms of bullying, harassment, abuse, discrimination, actions that put another person at risk of harm, or threats of any kind. All unlawful actions will be reported to the appropriate authorities.

Thank you for helping us create the community we want our children to experience.