



المدرسة الأمريكية
للإبداع العلمي
AMERICAN SCHOOL
OF CREATIVE SCIENCE

Parent Code of Conduct

Document Information			
Created by:	Heads of Sections	Reviewed by:	Principal
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Signature (Principal): Sara Kimberly Hollis			

Aims and Purpose

At the American School of Creative Science, we believe it is important to:

- Work in partnership with parents to support their child's learning
- Create a safe, respectful and inclusive environment for students, staff and parents
- Model appropriate behavior for our students at all times

To help us do this, we set clear expectations and guidelines on behavior for all members of our community. This includes staff (through the Staff Code of Conduct) and students (through our Student Code of Conduct). This code of conduct aims to help the school to work together with parents by setting guidelines on appropriate behavior.

We use the term 'parents' to refer to:

- Anyone with parental responsibility for a student
- Anyone caring for a child (such as grandparents or nannies)

Parent Code of Conduct

Our expectations of parents and guardians

We expect parents, guardians and other visitors:

- To uphold the ethos, vision and values of ASCS NAS
- To uphold policies and protocols
- To work together with staff in the best interests of your child
- To attend all parent-teacher meetings
- To comply with meeting requests as needed during the academic year
- To treat all members of the ASCS school community with respect
- To seek a peaceful solution to all issues
- To approach the correct member of school staff to help resolve any issues of concern
- To use the concerns and complaints policy to address any unresolved issues
- To abide by drop-off and pick up timings
- To ensure your child maintains a very good level of attendance

- To avoid early leaves
- To abide by the published school calendar and not booking any vacations during school instructional days and assessment weeks
- To complete all assignments on time and maintain grade level performance in all subjects

At ASCS, protecting the wellbeing of the entire school community is paramount, and as such, you are advised the following behavior will not be tolerated:

- Disrupting, or threatening to disrupt school operations (including events on the school grounds and sports team matches)
- Swearing, or using offensive or threatening language to any member of staff, students or other parents
- Displaying a temper, or shouting at members of staff or member of the school community
- Threatening another member of the school community
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms

Breaching the code of conduct

If a concern is raised that a parent has breached the code of conduct, the school will gather information from those involved and speak to the parent about the incident. Depending on the nature of the incident, ASCS may then:

- Send an undertaking to the parent reminding them to abide by the policy.
- Send a warning letter to the parent
- Invite the parent in to school to meet with a senior member of staff or the Principal
- Contact the appropriate authorities (in cases of criminal behavior)
- Seek advice from our legal team regarding further action (in cases of conduct that may be libelous or slanderous)
- Escalate the concern to authorities seeking guidance on further actions that may be taken to safeguard the school.

The school will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the code of conduct rests with the Principal. The Principal will consult the Management at Head Office in cases where escalation is warranted.