



## Code of Conduct

### Sutherland Academy Montessori Preschool

A very important part of the preschool experience is helping children learn how to get along in the world, enjoy being with other children, and follow the direction of an adult other than their parent. A caring and positive approach will be taken regarding the behaviour of children and we will reinforce positive behaviour as often as possible. Our goal is to help the children develop self-control and responsibility for their actions.

We recognize that this can only be achieved when everyone in the school community (parents, learners, teachers, the Principle, assistants and other staff) work together, to create an environment that is safe, comfortable and encourages learning.

#### Applicability:

The School's Code of Conduct applies to the administrator, learners, teachers, assistants and other staff of the School. It also applies to all others in the School community – parents, guardians, volunteers, suppliers and other business associates of the School, whether they are on the school property, at school authorized events or activities, or in school vehicles.

#### Fundamental Beliefs:

- Education is the shared responsibility of parents, teachers, the principle and the child . Both the parents and the School share the task of promoting the academic, social and emotional development of our children.
- Children learn best in a positive, safe and intellectually stimulating environment.
- Everyone in the school community has a responsibility to promote and maintain a safe environment.
- All members of the school community are to be treated with respect and dignity, regardless of positions of authority.
- Members of the school community have a responsibility to resolve conflicts and differences in a civilized and dignified manner with mutual respect for one another.
- Children's safety and wellbeing are the of highest priority.



## Standards of Behaviour:

Learners must:

All school community members must:

- Place children's safety and wellbeing above all other matters and promote a safe, friendly and intellectually stimulating environment that encourages learning and teaching
- Respect and follow all applicable laws
- Demonstrate honesty, respect, integrity and treat one another with dignity
- Respect the rights of others
- Acknowledge the differences in people and treat everyone equally regardless of race, ancestry, place of origin, ethnic origin, religion, gender, sexual orientation, age or disability
- Show care and respect for school property and the property of others
- Take proper steps to help those in need

## Roles and Responsibilities:

THE SCHOOL ADMINISTRATOR takes the leadership role in the daily operation of the school. She is responsible for:

- Delivering academic excellence in a positive, safe and intellectually stimulating learning environment
- Ensuring the School's values are upheld when delivering our services and holding the school staff responsible for their behaviour and actions
- Communicating regularly and meaningfully with all members of the school community

DIRECTRESSES, ASSISTANTS AND VOLUNTEERS, under the leadership of the administrator, help maintain order in the school, deliver our services to the highest standards and are role models for our learners. As role models, they uphold these high standards when they:

- Help students develop to their full potential by embracing the Montessori philosophy
- Uphold the School's values when delivering our services
- Demonstrate respect for all learners, staff and parents
- Maintain consistent standards for all
- Communicate regularly with parents and provide meaningful feedback regarding their child's development and other issues



PARENTS AND GUARDIANS play an important role in the education of their children and we count on their support for maintaining a safe and respectful learning environment. Parents fulfil this responsibility when they:

- Show an active interest in their child's education and development
- Ensure that their child attends school regularly and inform the school promptly if their child is unable to attend or is going to arrive late
- Ensure their child wears weather-appropriate clothing and has the necessities for school
- Communicate regularly with the School about any issues or concerns related to their child so that we can provide the needed attention and/or care
- Become familiar with the School's rules and code of conduct and help the school staff maintain a safe and respectful learning environment