



Montessori Minds Parent Code of Conduct Form

Parent Code of Conduct

1. Purpose

Montessori Minds Childcare Centre is committed to providing a safe, respectful, and inclusive environment for all children, families, and staff. This policy outlines the expectations for parents, guardians, and caregivers to ensure a positive and supportive community that upholds the centre's values and complies with legal and regulatory requirements.

2. Scope

This policy applies to all parents, guardians, caregivers, and visitors interacting with children, staff, and other families within the centre premises or during centre-related activities.

3. Principles

All individuals at our centre are expected to:

- Treat staff, other families and children with respect, kindness, and courtesy.
- Communicate your concerns and needs in a constructive, polite, and professional manner.
- Support the centre's policies, procedures, and regulations.
- Ensure the safety, health, and wellbeing of all children, staff, and families.

4. Expectations of Parents and Caregivers

4.1 Respectful Communication

- Speak to the staff, children, and other families with courtesy and respect.
- Raise concerns appropriately following the centre's grievance procedures and by valuing the input of others.
- Avoid verbal abuse, threats, or inappropriate language in any form. If you disagree with the educators, please bring it to the attention of reception/ Centre Director.

4.2 Behaviour and Conduct

- Adhere to the centre's policies, including safety, health, and child protection requirements.
- Supervise children appropriately when on the premises.
- Refrain from engaging in disruptive or aggressive behaviour respecting the rights of others as individuals.
- Maintain confidentiality regarding children, families, and staff.
- Centre's decision would be final in terms of enrolment of the child in the centre, and the class the child would be enrolled in. It would be taken considering the age, level and needs of the child based on the observations of the teachers.

4.3 Safety and Wellbeing

- Follow drop-off and pick-up procedures to ensure child safety.



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- Respect the centre's policies regarding illness and exclusion periods.
- Ensure children are not exposed to unsafe or inappropriate conduct.
- Refrain from smoking, consuming alcohol, or using illicit substances on/near centre premises.
- Treating the early childhood environment with respect
- Raising any concerns, including concerns about safety, as soon as possible with staff to ensure that they can be resolved efficiently.
- Please follow the direction of the staff.

5. Breaches of Code of Conduct

Failure to adhere to this Code of Conduct may result in the following actions:

- A verbal or written warning.
- A formal meeting with the Centre Director.
- Restricted access to the centre.
- Termination of enrolment if behaviour compromises the safety and wellbeing of others.

6. Reporting Concerns

Any concerns regarding this policy should be directed to the Centre Director following the centre's grievance procedures. Confidentiality will be maintained at all times.

7. Compliance and Review

This policy is aligned with:

- Education and Care Services National Law Act 2010
- Education and Care Services National Regulations 2011.
- Victorian Child Safe Standards
- Occupational Health and Safety Act 2004

This policy will be reviewed annually or as required to ensure compliance with legislative changes and best practices.

Acknowledgment

By enrolling your child at Montessori Minds Childcare centre, you acknowledge and agree to abide by this Parent Code of Conduct. Your cooperation helps create a nurturing, safe, and respectful learning environment for all children.