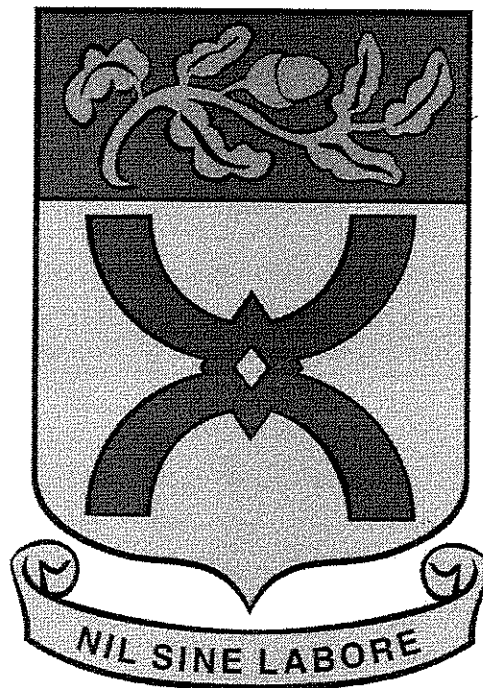


A.F. LOUW PRIMARY SCHOOL



CODE OF CONDUCT FOR PARENTS

2025

Laerskool A. F. Louw Primary

Stellenbosch

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Code of Conduct for Parents

A.F.Louw Primary School is fortunate to have many supportive and involved parents. These parents recognise that educating children is a process that requires a partnership between parents, class educators and the wider school community. A good working relationship between these three parties is essential if we are to effectively equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school with the knowledge that the school acts in *loco parentis* and as such can make the decisions for children if it is in their best interest as well as the interests of their peers and the school as a whole.

In order for children to learn empathy, respect and how to deal with issues in a mature, proactive manner, we as adults need to model positive ways of behaving and interacting with one another.

The purpose of this policy is to provide information and to serve as a reminder to all parents, carers and visitors to our school about the expected conduct. This is so that learning and teaching can continue to flourish, in an atmosphere of mutual understanding and respect.

We expect parents, carers and/or visitors to:

- Respect the ethos and values of our school which constitute a caring environment.
- Approach the school to help resolve any issues of concern.
- Understand that both educators and parents need to work together for the benefit of the learners.
- Support the Codes of Conduct of A.F.Louw Primary School.
- Work collaboratively with all staff (academic, learning support, administrative and custodial)
- Read all communications sent out by the school and acknowledge when required.
- Demonstrate that ALL members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Be responsible for their own child's behaviour.
- Avoid using staff as threats to admonish learner's behaviour.

In order to support a peaceful and safe school environment the school cannot tolerate parents, carers and or visitors exhibiting any of the following:

- Disruptive behaviour which interferes or threatens to interfere with any operation of the school or related events.
- Threatening to do actual bodily harm to any member of the school community.
- Damaging or destroying school property.
- Abusive, threatening, defamatory or offensive verbal or written communication. This includes the use of offensive language.
- The use of physical aggression towards any adult or child.
- Approaching someone else's child in order to chastise or discipline them. Teaching staff are responsible for discipline at A.F.Louw Primary School and any incident



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involving children's negative behaviour should be reported to the class educator, grade head, deputy principal or principal.

Should any of the above behaviour occur on school premises, the school may feel it is necessary to contact the appropriate authorities and, if necessary, after investigation, ban the offending adult from entering the school grounds.

Interacting with the school

- All persons not employed by the school, including parents and caregivers, are required to report to reception when visiting the school.
- Educators are not available during teaching hours to receive telephone calls, or messages. Messages can be left with the school secretary.
- Meetings with any staff member, are by appointment only.
- Homework notebooks, communication books must be signed when sent home.
- Medical/personal appointments must be made for **after** school hours.
- Parents must inform the school about any medical information or contagious conditions.
- Parents must inform the school, in writing, about any medical conditions that the learner may have i.e. epilepsy, diabetes, asthma, bee stings etc. The school requires written guidelines from the parent on what to do should there be an emergency, as well as the prescribed medication for the learner.
- Holidays must be planned to coincide with school holidays and NOT during the school term. This includes the week after assessment tasks have been completed each term.
- Inform the school about any change of address, telephone numbers of both parents (home and work) or email addresses.
- Children must be dropped and fetched at the designated gates.
- Parents are expected to support the education of their children at school, by ensuring that learners arrive punctually and are fully prepared for the school day.
- Parents should make themselves available for meetings to discuss their child's progress.
- Parents are expected to work collaboratively with the relevant specialists should learners require any intervention or support.

Any concerns that parents might have, must be made through the appropriate channels by speaking to the class educator, the Grade Head, the Departmental Head or the Deputy Principal before visiting the Principal.

We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support.

Signed at Stellenbosch on 30TH day of January, 2025 .

Date of Review: January 2026



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Trac AC
D.P.A.
APBW
JSR

[Handwritten Signature]

Name: *Hayward Pierson*

CHAIRPERSON

[Handwritten Signature]

S.A.TARR

PRINCIPAL

TRC A-C
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