

## **PUBLIC BYLAWS**

### **General**

These by-laws cover actions and conduct on the school grounds at any time of the day or night for every day of the year. They are designed to protect people and property and should be viewed as guidelines for sensible, fair and responsible behaviour. We appreciate members of the public reporting suspicious activities to the police as soon as possible.

By-laws will be discussed and reviewed as required by the Board of Trustees.

### **Protection of Children and school staff members**

Parents expect their children to be in a safe and secure environment while at school. While at school the children are in the care of their teachers who are in a form of “loco parentis”. This means that teachers have an authority and care similar to parents from the time the children leave home in the morning until the children reach home in the afternoon – and, in particular, while the children are at school. Other school staff members also have a shared responsibility for the children while they are at school as well.

1. No child shall be abused – either physically or verbally – by any adult.  
(See No 7 below and refer to Board policy on Harassment Prevention for pupils).
2. No person (be it a child or a staff member shall be subjected to ‘threats’ of any kind.
3. Swearing and / or using obscenities are unacceptable on school grounds.
4. Schools are frequently caught in the middle of matrimonial disputes relating to the custody of children. The school will abide by all court decisions regarding these matters. To enable the school to properly acknowledge the legal position, parents with custodial arrangements must provide written proof to the school as soon as it is obtained. The school should be advised of changes to the custody of children as soon as possible.

In the case where a parent has notified the school that legal proceedings are underway, and the child(ren) are living with that parent, the child will not be handed over to the other parent during school hours unless the care-giver agrees in writing. If the children in dispute have been removed from the school, the school will not disclose the whereabouts of that child, if known, without proper legal authorisation.

5. Parents who intend withdrawing children for any reason during school hours can only do so with the principal’s consent. In the absence of the Principal, his delegate may give such consent.

## **Confidential Information**

6. The phone numbers and addresses of pupils, parents and staff will not be given to anyone over the telephone as a matter of course. The Principal may disclose such information, if the person is legally entitled to such information and this is proven to their satisfaction. If they are not known to the Principal, they will need to provide suitable identification beforehand.

## **Wilful Disturbance of the School**

7. The Education Act (Section 195) states :
  - a. any person who wilfully disturbs the school, or who upbraids, insults, or abuses any teacher or other person engaged in the instruction of pupils in the presence or hearing of the pupils who are then in school, or are then assemble for school purposes whether in school or not, commits an offence, and shall be liable on summary conviction to a fine not exceeding \$40.00
  - b. For the purpose of this section "school" means any state primary school and in each case includes the playgrounds and premises thereof.

## **Vehicles in the School Grounds**

8. Only authorised vehicles are permitted in the school grounds. Only parents with the special permission of the Board of Trustees (usually via the Principal) may drive their vehicles into the grounds. Permission is usually only granted to parents whose children have a physical disability (whether temporary or permanent) or in the case of a medical accident.  
No skateboards, bicycles or other motorised equipment are allowed on school grounds at any time. This point will be sign posted at entrances to the school.
9. Animals are banned from the school grounds unless permission is granted by the Principal or his delegate. Dogs are to be leashed and controlled at all times by their owners.
10. In all circumstances the school will contact the local dog ranger if any dogs are uncontrolled on the school site or unregistered.

## **Property**

11. No persons are permitted on school grounds out of school hours without the permission of the Board of Trustees (via the Principal).
12. The school will instigate a prosecution against any person caught damaging or stealing school property. The school will automatically seek full compensation for losses including all legal fees and any other related costs.

13. Anyone behaving in a way liable to cause damage or a loss to the school will be reported to the Police. This includes the unauthorised lighting of fires or the carrying of incendiary materials, the climbing of school buildings, fences or trees, the carrying or use of firearms, airguns for other projectile weapons, and driving any motorised vehicles on the school grounds without permission.
14. Only authorised people are permitted to bring on to the school grounds tools that, if used inappropriately may cause damage to school property. E.g. crowbars, axes, spray paint cans, large felt tips etc.
15. Clubs and organisations must seek approval to use school facilities after school hours. There are conditions for the use of the grounds as per the Grounds Usage Policy. The school grounds are not available for hire by outside groups during normal school hours.

### **Complaints**

16. People who wish to lay any sort of complaint to do with the school and its operation must address their complaints to the Principal as per the official Board policy. If satisfaction is not obtained, complainants are able to approach the chairperson of the Board of Trustees as per the same policy.

### **Interviews with Teachers**

17. People who wish to discuss school matters with teachers or other school personnel should make an appointment time convenient to both parties (and usually via the Deputy Principal) or through the school office.

### **School Uniform**

18. The Board has established a compulsory school uniform. All pupils will be expected to wear this uniform correctly without exception. A formal School Uniform Policy has been adopted by the Board of Trustees in this regard.

Dated 10<sup>th</sup> June 2015

**Ratified at the BOT Meeting held on 10<sup>th</sup> June 2015**

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**M. Wilkie**  
**BOT Chairperson**