



JACK AND JILL PRE-SCHOOL
16 Mimosa Street, Alabama, KLD 2577
TEL 072 225 9593 / TEL: 061 216 3519
EMIS Number: 600140002
Principal: Ms. Cheryl Jacobs

CODE OF CONDUCT FOR PARENTS

Jack and Jill Crèche and Preschool Parent Code of Conduct Policy

At Jack and Jill Crèche and Preschool, we are fortunate to have a community of supportive and friendly parents who understand the importance of collaborative education for our little ones.

As partners in the educational journey of our children, parents play a crucial role in fostering a positive and enriching environment within our crèche and preschool community.

We welcome and encourage parents and caregivers to actively engage in the life of our institution, contributing to the overall well-being and growth of our little learners.

The purpose of this policy is to provide guidance to parents, caregivers, and visitors on expected conduct, ensuring a harmonious and supportive atmosphere for the development of our young ones.

Guidelines for Parents, Caregivers, and Visitors:

- **Embrace and uphold the nurturing ethos and pride of our crèche and preschool.**
- **Serve as positive examples by fostering friendly relationships with both learners and staff.**
- **Support the school in disciplinary actions and be willing to volunteer and assist.**
- **Ensure proper attire for the little learners.**
- **Acknowledge the collaborative effort needed between teachers and parents for the benefit of the children.**
- **Encourage age-appropriate responsibility and accountability in your children.**
- **Demonstrate respect in speech and behavior, setting a positive example for the entire school community.**
- **Address your child's behavior, especially in public, to prevent conflict, aggression, or unsafe actions.**
- **Approach the school to resolve concerns through appropriate channels (refer to flow chart in Appendix 2).**
- **Avoid using school staff as threats to discipline children.**

Unacceptable Behavior on School Premises: The school cannot tolerate parents, caregivers, or visitors engaging in the following behaviors:

- **Disruptive actions that interfere with the school's operation.**
- **Use of offensive language or displays of temper.**
- **Threats of bodily harm to any member of the school community.**
- **Damage or destruction of school property.**
- **Abusive or threatening communication on social media (refer to Appendix 1).**
- **Physical aggression towards adults or children.**
- **Smoking, consumption of alcohol, or use of illegal substances on school premises.**

Should any of the above behaviors occur, the school reserves the right to contact appropriate authorities and, if necessary, ban the offending individual from entering the school grounds.

Handling Misconduct:

- 1. In cases of serious misconduct by a child, parents will be informed through a letter or phone call, and a meeting will be scheduled to discuss the issue.**
- 2. The Behavior Bank form will be sent home for acknowledgment and resolution.**

Expectations from Parents: Visits to the School:

- **Parents have the right to visit but must make appointments to avoid disrupting school activities.**
- **Parents must report to the office when visiting and follow proper sign-in procedures.**
- **Appointments with the Principal must be made for personal visits, clearly stating the purpose and involved persons.**
- **Learners must come to the office when parents wish to hand over items or deliver messages.**

General Issues:

- **Ensure children are ready for school with proper sleep, breakfast, we provide a cooked lunch.**
- **Inform the school about medical information and submit written requests for learners to miss school.**
- **Holidays should align with school vacations, not during the term.**
- **Notify the school of changes in contact details promptly.**
- **Get involved in your child's education by attending meetings and supporting school activities.**

Homework and Communication:

- **Sign homework books and reply slips promptly.**
- **Attend Parent/Teacher meetings to discuss your child's progress.**
- **Stay informed by reading notices and newsletters and following up with your child.**

Supporting Policies:

- **Adhere to the Cell phone and Social Network Policy outlined in Appendix 1.**
- **Follow recommended procedures for addressing queries and grievances (see Appendix 2).**
- **We trust that parents and caregivers will actively support the implementation of this policy, contributing to the success and well-being of our Jack and Jill Crèche and Preschool community.**

Appendix 1: Social Network Policy

Jack and Jill Crèche and Preschool maintains a Cell phone and Social Network Policy. The use of social media in a manner detrimental to the school community is considered unacceptable. Any concerns should be addressed through appropriate channels, and violators may be reported to the network site.

Appendix 2: Procedures for Queries and Grievances

The school maintains an open-door policy for addressing queries and concerns. Parents are encouraged to follow the recommended procedures outlined in the downloadable policy document for timely and fair resolution.

We appreciate your ongoing support.

[Please sign and return this slip to the school office to acknowledge that you have read and understand the above policy.]

Parent Name:

Child's Name:

Parent Signature

Date