

AGREEMENT OF THE RELATIONSHIP BETWEEN **PARENTS AND TOM NEWBY SCHOOL**

As per the Application Agreement and Student's Code of Conduct; systems, policies and procedures are in place to ensure the School's effective operational functioning. The School's policies and procedures are transparent, broadly communicated and easily accessible. The school's policies and procedures are legally sound and take into consideration the rights and responsibilities of all stakeholders.

The School requires that, for their part, the Parents agree to:

1. support Tom Newby School's Mission, Vision and Ethos.
2. ensure that their children adhere to the policies and procedures mentioned above and support measures taken to ensure maintenance of the behavior management programme.
3. follow the correct procedures when communicating with Tom Newby School, as per policy outlined in the Homework Diary.
4. address any serious grievances, complaints and/or concerns to the Tom Newby School Management Team, in writing, or make an appointment to meet with the relevant management member.
5. endeavour, at all times, to deal pro-actively and positively with any conflict that may arise.
6. attempt to resolve any complaints informally and internally before pursuing any further action.
7. follow due process and procedure when resolving any conflict.
8. maintain an open, honest and transparent relationship with Tom Newby School.
9. pay Tom Newby School Fees and any other monies legally due to the school, on time, or contact the relevant official if there is a problem.
10. wherever possible, support social and fundraising events designed to build school spirit or improve school infrastructure, whether through participation, donation or volunteer work.
11. respect the dignity of other parents, learners and staff, from this school, and those from 'visiting' schools.
12. avoid participating in or initiating gossip, slander or any negative publicity that could harm the reputation of Tom Newby School. (This includes social media such as Community Forums, Facebook and Whatsapp.)

13. avoid lobbying groups of parents to challenge Tom Newby School policy or procedures in a manner that undermines the processes and procedures in place for such queries or dissatisfaction or that disrupts the teaching and learning process.
14. avoid inciting their children to display contempt, in any form, towards any member of the Tom Newby School staff, its policies or procedures.
15. avoid negative or interfering actions / behavior as spectators / supporters at any events or school functions (e.g. sport, cultural), etc.
16. avoid the use of offensive language, swearing, cursing, profanities or racial comments/actions in verbal, written or electronic format.
17. refrain from approaching a Tom Newby School learner or parent in order to discuss their behaviour or chastise them for their actions. (Approaching a child in order to discuss their behaviour may be viewed as assault and may have legal consequences.)
18. treat the school scholar patrol and school officials, such as administrative or support staff, with due respect as they carry out their duties, particularly those relating to safety and security on the roads surrounding the school.
19. abide by the provincial and national rules that prohibit the presence/consumption of alcohol or presence/use of illegal substances during school hours or at school functions where learners are present and refrain from being on school premises or in the direct surrounds, if under the influence of intoxicating substances.
20. abide by the school regulations as they apply to environmental health and littering.
21. support their child by assisting with homework and signing the school homework diary as per policy.
22. **ensure that their child is suitably supervised after school hours and is collected from school premises as per policy.**

This agreement is necessary as we rely on our Parents' trust and support to maintain the excellent reputation of Tom Newby School. **Should you feel that the school's request for you to sign this agreement is an unreasonable one, kindly contact the school Principal to arrange a meeting to discuss your concerns or submit your concerns, via email or letter.**

I/we, Parent 1: _____ Parent 2: _____,
 parents/guardians of _____ in class _____ hereby acknowledge that I/we
 have read and understand the above Code of Conduct and acknowledge the school's right to take
 appropriate action against parents/guardians who do not abide by the code of conduct.

Signed on this _____ day of _____ 20____

Signature/s: Parent 1: _____ Parent 2: _____