



ST. HILARY SCHOOL

Parents as Partners

CODE OF CONDUCT

Introduction

The reputation and success of St. Hilary School are built upon a foundation of excellence. At the heart of that foundation are our faith and our shared values. For the best interest of the children we serve, it is vital that school administration, faculty and staff be able to work as partners with parents, and that parents be able to partner with one another, to foster a school community and culture in which everyone can thrive. Our expectations in this partnership are grounded in mutual respect and trust.



Guideposts for Appropriate Actions

As your partners, and in exchange for our commitment to the principles in this code, to you, and to your children, we expect each parent to also abide by this code. To ensure that you are following the code, before you do something, ask yourself the following questions about the action you are about to take:

*Does it align with our
Catholic Christian faith?*

*Does it align with our
school mission?*



*Does it align with our
shared values?*

*Does it reflect well on
you and / or our school?*

If you can't answer yes to the above questions about the action you are planning to take, you probably should not do it.



Accountability

As our partners, you are responsible for adhering to the principles set forth in the code. You are also responsible for holding others accountable on a parent-to-parent level if they do not follow the code. The expectation is that parents will respect and get along with each other and with school and parish administration, faculty and staff in order to promote a positive school climate for the benefit of all. We do not all have to be best friends, but we do have to act in a manner that reflects due regard for one another. Working together as partners, we can accomplish much more than any of us can working alone.

Committing to One Another

The following are basic expectations of our partnership:

*Being kind to one another, above all, without exception.
Our faith teaches it. Our humanity demands it.*

*Using the same manners in our
actions with one another
that we teach to our children: say
please and thank you.*

*Seeing the good in one another
in spite of genuine
mistakes that may be made.*



*Listening to one another, and
really hearing what the
other is saying.*

*Never harassing or acting in
an offensive or abusive
manner toward one another.*

Setting a Good Example

The greatest single factor in building a child's intellectual, cultural and moral attitude is the example you provide in your home. For a successful educational experience at St. Hilary School, we expect your help in these areas:



Modeling the practice of your faith and sincere prayer life.



*Modeling good work habits and encouraging your child to give his/her best effort
This includes regularly checking our online system to monitor your child's
assignments, grades and other information.*



Modeling and insisting that your child follow principles of good behavior.



*Modeling and building positive relationships between parent and teacher by
contacting the teacher first when a problem or misunderstanding arises at school,
and responding promptly when contacted by a teacher or school administrator or
staff member.*



*Modeling and building positive relationships with fellow parents by
contacting the other parent first when a problem or misunderstanding arises with
another child.*

Appropriate Ways to Share Concerns

As partners, we ask you to remember that the best way to discuss concerns and seek resolution is to go directly to the source. The school administration, faculty and staff cannot assist with concerns not brought to them. Fellow parents cannot work with you to resolve child-to-child issues if you do not reach out to them. It has become far too easy to hide behind venomous words communicated electronically. Rather than posting angrily on social media or firing off a disrespectful email, please think first and consider the following:



A face-to-face meeting is always best. Where an in-person meeting is not possible, a Zoom meeting or phone call can be a close substitute.



If there is a situation involving your child and another student, please consider contacting the other child's parent to resolve the issue together.

If there is a situation you have questions about regarding your child at school, please contact the teacher before escalating your concerns to the administrative level.



Always be mindful of your tone. If you begin a conversation in anger, it is likely to quickly deteriorate. Remember that there are multiple sides to every story and begin from a position of respect and open-mindedness.



Understand that if you are entrusted with confidential information, that information is shared with you with the expectation that it will remain confidential. We should not hear confidential information coming back to us after being circulated in parent conversations.



Social Media

One of our most powerful communication tools is social media. With power comes responsibility, and you are expected to use the following guidelines to assist you in using social media appropriately:

- Know your facts before you post. If you don't know all the facts, don't post.
- Speak truthfully, refrain from misleading others, and do not obstruct or interfere with school business.
- Make it clear that the opinions you share are your personal opinions, not those of the school or large groups of parents.
- Understand how what you post might impact the school and those associated with it, fellow parents, or innocent children.
- Understand how what you post might reflect upon you.
- Understand the larger impact of what you post on the reputation of the school in the community.
- Be respectful. Refrain from posting anything that an objective observer would find offensive, unprofessional, intimidating, threatening, profane, vulgar, or obscene.

Specific Prohibitions and Consequences

In order for the school to carry out its Christ-centered mission, it is imperative that every parent whose child is enrolled at St. Hilary School be respectful and supportive of the school, its faculty and staff, its students, and the school and parish administration.

Just as we seek to partner with parents in the education of every student, we expect parents to act as partners with us.

While we respect the right of parents to have opinions that may differ from ours or even to be critical at times, we ask that opinions and criticism be shared in a respectful, private manner.

TO THAT END, IN ADDITION TO EXPECTING THAT ALL GUIDELINES IN THIS CODE BE FOLLOWED, THE ACTIONS SPECIFIED BELOW WILL NOT BE TOLERATED:

Harassment or disrespect of teachers, staff members, or administration, whether directly or indirectly, by email, in person, or otherwise;

Negative social media posts about the school, its faculty, staff, administration, policies, or events;

Committing, tolerating or being otherwise involved in any negative or unkind treatment of a student; and

Any other derogatory, negative, or unsupportive behavior that serves no purpose other than to undermine the mission of the school.

Parish and school administration reserve the right to expand upon this list as warranted.

ANY PERSON WHO COMMITS ANY OF THE ABOVE ACTIONS, OR SIMILAR ACTIONS NOT SPECIFICALLY LISTED ABOVE, WILL BE REQUIRED TO MEET IN PERSON WITH THE PASTOR AND PRINCIPAL.

PLEASE UNDERSTAND THAT, AS A CATHOLIC PRIVATE SCHOOL, THE CONTINUED ENROLLMENT OF EVERY STUDENT IS SUBJECT TO APPROVAL BY THE ADMINISTRATION, AND SEVERE OR REPEATED INFRACTIONS OF THE ABOVE NATURE MAY RESULT IN A FAMILY BEING ASKED TO LEAVE THE SCHOOL.

YOUR COOPERATION IS EXPECTED.

