



# Albert Park Preschool Centre Incorporated

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## Our Family Code of Conduct

Albert Park Pre-School Centre has both moral and legal obligations to ensure the safety and well-being of all children, staff and visitors to the Centre.

To help us to meet these obligations, we ask that families agree to abide by our Code of Conduct - a code specifying the behavioural rules and principles that we would like them to follow in their interactions with children and staff at the Centre.

### In relation to children please:

- Be a positive role model at all times.
- Speak to children in an encouraging and positive manner.
- Listen actively to children and offer empathy, support, and guidance where needed.
- Treat every child with equal respect and dignity.

### In relation to other adults (including staff) please:

- Use respectful, encouraging, and accepting language.
- Give encouraging and constructive feedback rather than purely negative criticism.
- If you have any complaints or concerns, follow the recommended procedures as outlined in our Information Handbook and Policy Manual.
- Refrain from public criticism of children and staff at the Centre.
- Accept staff decisions and follow their directions. If you have difficulty complying with any directions, speak with staff members away from the children.
- Under no circumstances should a child or member of staff be approached by a parent/guardian in a confrontational, aggressive or intimidating manner.
- Respect the rights of others as individuals.

### In general:

- Families and other persons attending with children not enrolled at the Centre are responsible for supervision of their children at all times.

Thank you.

**ALBERT PARK PRE-SCHOOL CENTRE INC**