



مدرسة جلوبال الفلبينية

THE PHILIPPINE GLOBAL SCHOOL

Leader in Academic Excellence and Values Formation

Hadbat Al Zaafaranah, Abu Dhabi, United Arab Emirates

PARENT CODE OF CONDUCT

SECTION 1. School's Philosophy, Vision, Mission and Aims

I. Introduction

At The Philippine Global School (TPGS), we believe that the success of each child is built upon a strong and respectful partnership between home and school. This Parent Code of Conduct outlines the expectations for all parents, guardians, and caregivers to maintain a positive, supportive, and culturally respectful school environment. This code is aligned with ADEK regulations and the TPGS commitment to Excellence, Integrity, Community, Innovation, and Cultural Identity.

II. School's Educational Philosophy, Vision and Mission Statement

Educational Philosophy

The Philippine Global School is geared towards developing a holistic personality among learners, physically fit, emotionally stable, morally upright, intellectually capable, spiritually guided, scientifically empowered and culturally awakened in a global competitive society.

Vision

We envision to be the center of academic excellence, train students to become good leaders who are globally competitive and build character that makes a difference; equipping them to be competent for the future challenges and be of service to mankind.

Mission

The Philippine Global School is a God-centered learning institution. It is committed to providing education for the development of the youth in all aspects of life, striving for excellence in academic, social, physical, and spiritual lives of its students, their families, the community and the world. Our mission is to provide an affordable quality education while developing and nurturing the whole child in a God-centered environment.

III. Aims

The Parent Code of Conduct at The Philippine Global School (TPGS) is established to uphold a standard of mutual respect, shared responsibility, and collaboration between the school and families. Its aims are to:

1. Promote a Positive School Culture

To foster a respectful, inclusive, and values-based environment where all members of the school community—students, staff, and parents—feel safe, supported, and valued.

2. Strengthen Home-School Partnerships

To reinforce the importance of shared responsibility in a child's academic progress, character formation, and overall well-being through open and respectful communication between parents and the school.

3. Encourage Respectful and Professional Behavior

To ensure that all parents model appropriate conduct and communication within the school community and serve as role models for their children both on and off campus.

4. Uphold UAE Cultural Norms and Legal Expectations

To guide parents in observing respectful behavior in line with UAE laws, cultural values, and ADEK's School Cultural Consideration Policy while on school grounds and in related communication, including online platforms.

5. Support Student Success and Development

To promote behaviors and routines that support students' physical, emotional, and academic growth, including good attendance, healthy lifestyle habits, and responsible use of technology.

6. Ensure a Safe and Collaborative Learning Environment

To provide a framework for conflict resolution, academic integrity, and behavior management that contributes to a safe and productive educational experience for all students.

7. Build Accountability and Trust

To establish clear expectations for parental behavior, ensuring transparency, fairness, and accountability in the school-parent relationship.

SECTION 2. Expectations to Parents/ Guardians or Carers

1. Uphold the Vision, Mission, and Values of TPGS

Parents shall:

- Familiarize themselves with the school's vision, mission, and values, and promote them within the home.
- Support the school's learning goals and participate in activities that foster holistic development.

- Encourage their children to take pride in the school and its multicultural environment.

2. Foster Respectful Relationships within the School Community

Parents must:

- Treat all members of the school community—including fellow parents, students, teaching and non-teaching staff—with respect, courtesy, and professionalism.
- Avoid any behavior or language that is intimidating, confrontational, or disrespectful.
- Support a culture of inclusion, kindness, and shared responsibility.

3. Embrace a Shared Role in the Education and Well-being of Children

Parents are expected to:

- Reinforce learning at home by supervising homework, reading, and study habits.
- Ensure children get sufficient rest, maintain personal hygiene, and eat balanced meals.
- Promote physical activity, mental wellness, and healthy routines that support school readiness.

4. Model Positive Behavior and Conflict Resolution

Parents shall:

- Demonstrate calm, constructive communication, especially in times of disagreement.
- Avoid shouting, aggressive gestures, sarcasm, or belittling language in verbal or written communication.
- Approach the school to resolve concerns respectfully and within proper channels.

5. Be Responsible and Respectful on Social Media

Parents shall:

- Use social media responsibly and avoid sharing negative, false, culturally insensitive, or defamatory content related to the school, its staff, students, or other parents.
- Report grievances through formal school channels rather than public platforms.
- Adhere to ADEK's Cultural Consideration Policy and the UAE's cyber laws.

6. Resolve Disputes Calmly and Constructively

Parents are expected to:

- Encourage their child to be truthful and respectful when reporting concerns.
- Seek clarification from school staff rather than making assumptions.
- Work collaboratively with the school to find peaceful solutions to problems.

7. Support Positive Behavior in Children

Parents must:

- Address behavioral issues at home and reinforce the importance of respect and responsibility.
- Guide their child to behave safely and respectfully within the school environment.
- Take proactive steps when informed by the school about behavioral concerns.

8. Show Cultural Sensitivity and Follow UAE Regulations

While on school grounds or representing the school externally, parents shall:

- Dress modestly and appropriately in accordance with UAE cultural norms.
- Respect UAE laws and cultural sensitivities in all interactions and communications.
- Abide by the school's rules and policies regarding campus behavior and access.

9. Prioritize Attendance, Punctuality, and Academic Monitoring

Parents shall:

- Ensure their child arrives on time and attends school regularly.
- Avoid scheduling vacations or extended leaves during term time.
- Monitor their child's academic progress and communicate with teachers as needed.
- Respect the school's procedures for pick-up and drop-off schedules.

10. Uphold Academic Honesty and Integrity

Parents must:

- Encourage their children to complete their work independently.
- Avoid helping in ways that misrepresent the child's abilities.
- Never submit forged documents, false absence notes, or plagiarized work on behalf of their children.
- Reinforce the value of honesty, effort, and self-improvement.

11. Engage in Positive Communication and Attend School Meetings

Parents are expected to:

- Attend scheduled parent-teacher conferences and academic consultations.
- Respond promptly and respectfully to teacher communications.
- Regularly check school platforms (email, portal, LMS, etc.) for updates on their child's performance.
- Foster open dialogue with teachers to support their child's growth and well-being.

12. Cooperate with Recommendations for Learning Support

When recommended by the school, parents shall:

- Acknowledge and act upon suggestions for additional support (e.g., remedial classes, learning assessments, counseling).

- Work in partnership with school specialists to meet the unique needs of their child.
- Follow through with referrals, assessments, or interventions suggested by the school.

SECTION 3. Behavior that will not be Tolerated

To maintain a safe, respectful, and culturally appropriate environment for all members of the school community, **The Philippine Global School (TPGS)** does not tolerate the following behaviors from parents, guardians, or caregivers:

1. Disrespectful or Abusive Language and Behavior

- Shouting, swearing, or using offensive, discriminatory, or threatening language toward staff, students, or other parents.
- Aggressive tone, gestures, or confrontational body language.
- Belittling, mocking, or undermining school staff or decisions in public or private settings.

2. Physical Aggression or Intimidation

- Any form of physical violence, threats of harm, or intimidating actions on school grounds or during school events.
- Harassment or bullying of staff, students, or other parents in person or online.

3. Misuse of Social Media or Online Platforms

- Posting defamatory, misleading, or culturally insensitive content related to the school, its staff, students, or other families.
- Sharing private school-related matters or grievances publicly rather than addressing them through proper channels.

4. Disruption of School Operations

- Interrupting lessons, meetings, or school functions without proper appointment or approval.
- Refusing to follow school security protocols, visitor procedures, or directions from staff.
- Creating disturbances during drop-off, pick-up, or school assemblies/events.

5. Dishonesty or Misrepresentation

- Providing false information, including fraudulent documents or excuses for absences.
- Assisting children in academic dishonesty (e.g., completing schoolwork for them, plagiarism).

6. Repeated Disregard for School Policies

- Ignoring repeated reminders about attendance, punctuality, dress code, or health and safety rules.
- Violating school rules even after verbal or written warnings.

7. Culturally Inappropriate Behavior

- Dressing or behaving in ways that are not in line with UAE norms and values while on campus.
- Disrespecting cultural and religious practices observed by the school and its community.

9. Late or Improper Drop-Off and Pick-Up

- Repeatedly dropping off or picking up children outside of designated time slots without valid reason or prior notice.
- Leaving children unsupervised before school hours or failing to pick them up promptly after dismissal.
- Using unauthorized individuals for pick-up without informing the school in advance, compromising student safety.

SECTION 4. Breach of Contract

At **The Philippine Global School (TPGS)**, we believe that mutual respect, open communication, and responsible conduct are essential in building a positive learning environment for all. Any breach of the Parent Code of Conduct is taken seriously and will be managed in accordance with the school's policies and ADEK regulations.

Definition of a Breach

A breach of the Parent Code of Conduct occurs when a parent, guardian, or caregiver:

- Fails to meet the minimum expectations outlined in this policy,
- Engages in behavior that is disrespectful, disruptive, dishonest, unsafe, or culturally inappropriate,
- Repeatedly disregards school protocols, communication, or recommendations,
- Harms the reputation, integrity, or operations of the school community through words or actions—whether in person or online

Response to a Breach

The school follows a **graduated and constructive approach** to address breaches, aiming for resolution and partnership whenever possible.

1. Verbal Reminder or Warning

- Issued for minor or first-time offenses.
- Clarifies the specific behavior and expectations moving forward.

2. Written Warning

- Sent formally by the Principal or designated school authority.
- May include a meeting request and a behavioral agreement.

3. Formal Meeting

- Scheduled with the parent and relevant staff (e.g., Principal, Counselor, Social Worker).
- Aims to clarify concerns, explain consequences, and agree on a resolution plan.

4. Restriction of Access

- Temporary or permanent restrictions from entering certain areas of the campus or attending events.
- May apply if behavior poses risk to student/staff safety or the school's culture.

5. Involvement of Authorities

- Serious or repeated violations may be reported to **ADEK** or **legal authorities** in compliance with UAE law (e.g., defamation, threats, harassment, submission of fraudulent documents).

Impact on Student Enrollment

While TPGS aims to protect students from the consequences of parental misconduct, ongoing, serious, or unresolved breaches may lead to further review of the family's continued enrollment at the school, as determined by the school leadership in consultation with ADEK.

Right to Appeal

Parents have the right to appeal any action taken in relation to a breach. Appeals must be made in writing within **5 working days** of receiving written notice. The appeal will be reviewed by the school's leadership team, and a final decision will be communicated within **7 working days**.

Final Note

This Code is designed to **protect the dignity of all members of the TPGS community**, promote **a safe and respectful educational environment**, and build a school culture founded on **trust, partnership, and mutual accountability**.

SECTION 5. Compliance

All parents, guardians, and caregivers of students enrolled at **The Philippine Global School (TPGS)** are expected to read, understand, and comply with the provisions outlined in this **Parent Code of Conduct**.

By signing the Parent-School Agreement or continuing enrollment at TPGS, parents agree to:

- Abide by the behavioral expectations, responsibilities, and communication standards detailed in this Code;

- Support the school's efforts in maintaining a respectful, inclusive, and safe learning environment;
- Model appropriate conduct both on campus and in any school-related interaction or platform;
- Cooperate with the school in resolving concerns or breaches, if and when they occur.

Failure to comply with this Code may result in verbal or written warnings, limited access to school premises or events, or in serious cases, referral to ADEK or legal authorities, in accordance with UAE regulations.

SECTION 6. Review and Updates

TPGS is committed to maintaining a Code of Conduct that is:

- Aligned with the evolving needs of the school community,
- Responsive to ADEK directives and UAE national laws,
- Reflective of best practices in school-family partnerships and student safeguarding.

To ensure relevance and effectiveness, this Parent Code of Conduct shall be:

- **Reviewed annually** by the school leadership team in consultation with ADEK guidelines and community feedback;
- **Updated as necessary** to reflect changes in policy, legislation, or the needs of the school community;
- **Re-communicated to all parents** at the beginning of each academic year, or whenever significant revisions are made.

Parent Acknowledgment

Parents will be required to sign a formal acknowledgment indicating they have read and understood the Code. This may be submitted:

- As part of the student registration or re-enrollment process;
- During parent orientation sessions;
- Upon request when a breach or clarification is needed.

Together, We Commit to a Shared Standard

This Code is more than a set of rules—it is a **shared commitment** to the values of **respect, responsibility, and collaboration** that define the culture of The Philippine Global School.