

West Road Primary School Parents' Code of Conduct

1.0 Parent Code of Conduct Policy

We are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school.

The purpose of this policy is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

2.0 Guidance

We expect parents, carers and visitors to:

- Respect the caring ethos of our school
- Understand that both teachers and parents need to work together for the benefit of their children.
- Demonstrate that **all** members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Correct own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour.
- Approach the school to help resolve any issues of concern.
- Avoid using staff as threats to admonish children's behaviour.

3.0 In order to support a peaceful and safe school environment the school cannot tolerate parents, carers and visitors exhibiting the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds including team matches.
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.

- Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or pupil regardless of whether or not the behaviour constitutes a criminal offence.
- Damaging or destroying school property.
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff, at the school on Facebook or other social sites. (See **GUIDELINES ON PARENTAL USE OF SOCIAL MEDIA AND INTERNET SITES**). Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, the Head teacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- The use of physical aggression towards another adult or child. This includes physical punishment against your own child on school premises.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Smoking and consumption of alcohol or other drugs whilst on school property.
- Dogs being brought on to school premises.

Should **any** of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if necessary, even ban the offending adult from entering the school grounds.

4.0 The process for making a complaint or wishing to raise an issue.

We have an open door policy and try to meet parents as soon as possible to discuss any issue. If this is not possible please complete Appendix 2, so this can be given to the Head or Deputy Head. The Headteacher or Deputy Head will endeavour to respond to the complaint within 2 working days, if for any reason a response may take longer the complainant will be kept informed of the progress by the Headteacher.

5.0 Formal Sanction Process

In order to ensure that behaviour at point 3.0 is kept to a minimum the school will use a formal sanction process in three stages.

Stage 1. Parents, carers and visitors who breach this policy will receive a letter from the head teacher advising that their conduct is a breach of the policy

Stage 2. Parents, carers and visitors who breach the policy for a 2nd time in the same academic year will be banned from the school premises for a period of time determined by the head teacher.

Stage 3. Parents, carers and visitors who breach the policy for a 3rd time in the same academic year will be banned from the school premises for a period of time determined by the head teacher and a referral to the police will be made.

We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support of the school.

Signed

Date: October 2016



Appendix 1

Raising a concern form

Name of parent/carer _____

Name of child and year _____

Nature of complaint

Date: _____