

# Parents, Carers and Visitors Code of Conduct Policy



**Cobden Primary School**

## **Parents / Visitors / Carers Code of Conduct Policy**

This policy has been written in consultation with the Head Teacher, Governing Body, Senior Management Team and Teaching and Support Staff as part of the safeguarding offer at Cobden.

### **Rationale**

Cobden Primary School has a strong ethos of respect for all stakeholders, and, through high expectations of behaviour, we strive to ensure that all children are given every opportunity to reach their potential.

It is our hope that all 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 relationships 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.

### **Purpose**

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 and partnership.

### **Expectations**

We expect parents, carers and visitors to:

- a) Understand that both teachers and parents need to work together for the benefit of their children.
- b) 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.
- c) 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.
- d) Correct own child's behaviour especially in public where it could otherwise lead to conflict, aggressive, or unsafe behaviour.
- e) Approach the school to help resolve any issues of concern (at an appropriate time for all involved).

## **Unacceptable behaviours**

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 the school: this could be in a classroom, an employee's office, office area or any other area of the school grounds - including while visiting other settings for sports and team events.
- 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 media sites. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher in the first instance, then a member of the SLT or the Head teacher, and finally with our 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 property.
- 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 or being under the influence of alcohol or other drugs whilst on school property.

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. The school recognises that the above list is not exhaustive and the Head Teacher reserves the right to include additional behaviours as and when deemed necessary.

### **School responses:**

The school's response to unacceptable behaviour will include one or more of the following:

- A verbal reminder by school staff not to do the above: record on school system.
- A written warning by school not to do the above: local police may be informed (where anti-social behaviour, Public Order issues, etc are demonstrated).
- A time limited ban from school grounds for continued unacceptable behaviour: local police may be informed.
- A permanent ban from school grounds for continued unacceptable behaviour: local police informed may be informed.

### **Roles and responsibilities**

The role of the Governors:

- The Governing body helps set down these general guidelines on standards of discipline and behaviour and are kept informed of any incidents that may occur.

The role of The Head Teacher:

- The Head Teacher has the responsibility for informing Governors of any incidents of inappropriate behaviour.
- The Head Teacher ensures appropriate records of communication are kept.
- To understand, develop and enforce the school's Parents /Carers /Visitors Code of Conduct Policy.

The role of all staff:

- To keep clear records of communication with parents/carers/visitors.
- To inform appropriate members of the SLT of any displays of inappropriate Parent/Carer/Visitor behaviour.
- To read and enforce the school's Parent/Carer/Visitor Code of Conduct Policy.

The role of all Parents/Carers/Visitors:

- To read and follow the school's Parent/Carer/Visitor Code of Conduct Policy.
- To inform school staff of any incidents relating to the above policy contents.

*Please also refer to the school's Complaints Policy. This can be found in the policies section of the school website.*