



# **The Federation of Spixworth Schools**

## **Parent Code of Conduct**

Agreed by Governing Body: Summer 21

To be reviewed: Summer 24

Group Responsible: SLT

## Purpose

At The Federation of Spixworth Schools, we are very proud and fortunate to have a dedicated and supportive school community. We strive to build a strong relationship with parents to help create a stimulating learning environment that continues from school to home, providing all pupils with the opportunity to achieve to the best of their ability. At our school the staff, governors, parents and carers all recognise that the education of our children is a partnership between us.

This policy is an extension of the values we are promoting with our children. We come together (**teamwork**) in an atmosphere of **respect**; striving for the highest standards of **achievement** and behaviour; fostering personal responsibility (**safety**) and facilitating positive relationships (**stimulating**).

We expect our whole school community to respect our school ethos and set a good example of their own behaviour. This is the case both on school premises and on school visits.

In addition we also expect our parents, carers and visitors to keep our children safe at morning and afternoon collections by adhering to the school's request to park safely outside the school gates and behave in line with this code of conduct while waiting with or for your children.

This code of conduct reminds all parents and carers about expected conduct on the school premises, as well as detailing the type of behaviour that will not be tolerated.

This code of conduct also sets out the actions the school can take should this code be ignored or where breaches occur.

We are committed to encouraging parents and carers to participate fully in the life of our school. We are also committed to resolving difficulties in a constructive manner, through an open and positive dialogue. However we understand that everyday misunderstandings can cause frustrations and have a negative impact on our relationships. Where issues arise or misconceptions take place, please contact your child's teacher in the first instance and then the Head of School, who will be available to meet with you and go through the issue and hopefully resolve it. Where issues remain unresolved, please follow the school's complaints procedure. This is available on the school website or a copy can be requested from the school office.

## Expectations

Our Home School Agreement provides the basis for parent/ carer support, however we also ask that the following guidelines are followed when in school:

Our school expects parents to:

- Act in accordance with this code of conduct at all times.

- Support and reflect the school's ethos and values through their behaviour in school or when communicating with school.
- Demonstrate that all members of the school community should be treated with tolerance, dignity and respect and therefore set a good example in speech, conduct and behaviour
- Work together with staff for the benefit of their child.
- Work with staff members to resolve any issues of concern.
- Where appropriate, clarify their child's version of events with the school to bring about a peaceful solution to any issue.
- Correct their child's behaviour appropriately, particularly on the school grounds where it could otherwise lead to conflict or unsafe behaviour.
- Approach a member of school staff to help resolve any concerns, addressing initially with the child's class teacher then speaking to a member of the Senior Leadership Team if it has not been resolved.
- Respect the school's property and environment by keeping it clean and tidy.
- Follow the school's parking rules and procedures for dropping-off and collecting pupils from school.
- Dress in an appropriate manner when on the school premises and attending school events. Parents may not drop-off or collect pupils wearing nightwear.
- Ensure their dress and appearance reflects that they are role models for pupils.
- Adopt a 'Think before you post' approach to social media
- Assistance dogs only are allowed on school premises

## **Inappropriate behaviour**

In order to support a peaceful and safe school environment the school cannot tolerate parents or carers:

- Using foul, abusive or offensive language
- Raising voices inappropriately at another individual
- Making racist or sexual comments
- Using aggressive hand gestures, e.g. raising fists and fingers
- Discriminating against any member of the school community, including pupils, staff, governors and other parents
- Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online
- Sending abusive or threatening messages, emails or other communications, including through social media to any member of the school community
- Using social media to fuel campaigns or voice complaints against the school, school staff, parents or children
- Using social media to publically humiliate or criticise another parent, member of staff or child
- Trespassing on school property without prior permission or implied licence

- Causing intentional damage to school property
- Breaching the school's security procedures
- Using physical violence on the school premises on any member of the school community including your own child, e.g. hitting, slapping, punching, kicking and pushing
- Physically intimidating an individual (child or adult)
- Inciting verbal or physical abuse by own child toward their peers
- Partaking in unnecessary physical contact with an individual
- Writing or posting abusive, offensive or defamatory comments about an individual or the school, including on social media
- Posting content on social media that is damaging to the school's reputation
- Sending staff aggressive emails or other communications
- Psychologically harassing any member of the school community, including displaying vexatious behaviour which is humiliating for the individual and is damaging to their self-esteem
- Displaying disruptive or other inappropriate behaviour which interferes or threatens to interfere with any of the school's operations or activities
- Approaching another parent or pupil to discuss or reprimand them because of an issue between pupils
- Threatening any member of the school community in any way
- Arriving on the school premises partially clothed
- Smoking on the school premises
- Taking illegal or harmful drugs while on the school premises
- Drinking alcohol on the school premises
- Taking photographs or videos on the school premises without permission from the school
- Driving unsafely within the vicinity of the school

## **Managing inappropriate behaviour**

If a parent is behaving inappropriately, a report will be made to the Head of School, or the most senior member of staff available in their absence, who will decide on the most appropriate course of action.

Parents will raise concerns regarding another parent's behaviour or conduct directly with their child's class teacher or the head of school and will not approach the parent themselves.

Instances of parents displaying inappropriate behaviour will be managed in a variety of ways, depending on the severity of the situation.

When a parent has behaved inappropriately, they will be invited to a meeting by the head of school to discuss their behaviour and to attempt to resolve the issue.

Any meetings attended by parents will be minuted in writing by school staff and agreed by all participants.

Where this initial meeting is not sufficient to resolve the issue, the Executive Headteacher, in collaboration with other staff and relevant agencies, will consider what further action may be required. This action, depending on the situation, could include the following:

- Barring the parent from the school premises
- Contacting the police
- Seeking legal redress through the courts
- Restricting the parent's channels of communication to the school, e.g. no longer allowing the parent to send emails to a staff member directly
- Reporting content the parent has posted online to the website's admin
- Referring the case to children's social care, where the behaviour indicates that the parent poses a risk to children

Any child protection and safeguarding concerns will be addressed in accordance with the school's Child Protection and Safeguarding Policy.

The school reserves the right to escort anyone off the premises who is displaying aggressive or disruptive behaviour.

The police may be contacted to provide advice on managing an incident or to assist in the removal of an individual from the premises, where necessary.

The police will be contacted where a parent is being violent or has committed assault, or where the event has caused harm to an individual.

If a parent has been previously barred from the premises, or has exceeded their implied access to the premises and is causing a disturbance, the police will be contacted to remove the individual from the premises.

If concerns are raised in relation to a parent's appearance or dress, personal factors will be taken into consideration, on a case-by-case basis, when addressing the concern.

If a parent persistently displays unacceptable and inappropriate behaviour, this may result in them being barred from the school premises.

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

## **Appendix 1 Barring from the school premises**

The school has the right to bar a parent from the premises to keep the school community safe.

If a parent is displaying inappropriate or concerning behaviour, they will be asked to leave the school premises.

If a parent persistently or consistently behaves inappropriately on the school site, or there is a one-off incident of extremely inappropriate behaviour, the school reserves the right to bar this individual from the school site.

The school will either:

- Bar the parent temporarily, until the parent has had the opportunity to formally present their side.
- Inform the parent that they intend to bar them and invite them to present their side.

The Executive Headteacher will send a letter to the parent, informing them of the following information:

- Why they have been temporarily barred or face a bar
- The nature of the bar, i.e. if they are temporarily barred pending their representation or if they must present their side before the decision to bar can be made
- That they have the right to formally express their views on the decision to bar in writing to the chair of governors within 10 working days

The Executive Headteacher's decision to bar the parent will be reviewed by the chair of governors.

The chair of governors will take account of any representations made by the parent and decide whether to confirm or lift the bar.

The parent will be notified in writing of the decision to uphold or lift the bar.

If the decision is confirmed, the parent will be notified in writing, explaining:

- How long the bar will be in place.
- When the decision will be reviewed.

Decisions to bar will be reviewed at the end of the agreed timescale, in line with the process outlined above.

Following a review, the bar may be lifted or, if there are grounds for continued concern regarding the parent's conduct, it may be extended.

Once the appeal process has been completed, parents that remain barred may be able to apply to the Civil Courts. If a parent wishes to exercise this option, they should seek independent legal advice.