



Code of Conduct for Parents/ Carers/ Visitors

Term of policy: Every 1 year

Approved by: Board of Trustees

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Consulted with JCC? Yes ☐ No ☐

Introduction

This policy replaces any previous policy and follows the DfE regulations.

As part of our commitment to meet the Public Sector Equality Duty (PSED) requirement, to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations, we have carefully considered the impact of this policy on equality. The School will ensure that this policy is applied fairly to all employees and does not have a negative impact on students or staff with protected characteristics, race, sex, religion and belief, sexual orientation, age, disability, gender reassignment, marriage and civil partnership and pregnancy and maternity.

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1. Purpose and scope

At Rooks Heath School, we believe it's important to:

- Work in partnership with parents to support their child's learning.
- Create a safe, respectful and inclusive environment for students, staff and parents.
- Model appropriate behaviour for our students at all times.

To help us do this, we set clear expectations and guidelines on behaviour for all members of our community. This includes staff (through the staff code of conduct) and students (through our behaviour policy).

This code of conduct aims to help the school work together with parents by setting guidelines on appropriate behaviour.

We use the term 'parents' to refer to:

- Anyone with parental responsibility for a student
- Anyone caring for a child (such as grandparents or child-minders)

2. Our expectations of parents and carers

We expect parents, carers and other visitors:

- To respect the ethos, vision and values of our school.
- To work together with staff in the best interests of our students.
- To uphold the minimum expectations of Rooks Heath School – and to follow our Code of Conduct, and ethos.
- Treat all members of the school community with respect – setting a good example with speech and behaviour.
- To correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct.
- To seek a peaceful solution to all issues.
- To raise reasonable day to day queries or requests via the class teacher in the first instance.
- To approach the right member of school staff to help resolve any issues of concern.
- To follow the school procedures as set out in the Complaints Policy if you are not satisfied with the school's initial response to your queries or requests.
- To show respect and maintain a level of professionalism with all members of the school community, including Office, Reception and other support staff.

3. Behaviour that will not be tolerated

This includes but is not limited to:

- Disrupting, or threatening to disrupt, school operations (including events on the school grounds and sports team matches).
- Swearing, or using offensive language.
- Displaying a temper, or shouting at members of staff, students or other parents.
- Threatening another member of the school community.
- Sending abusive messages to another member of the school community, including via text, email or social media.
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms.
- Use of physical punishment against your child while on school premises.
- Any aggressive behaviour (including verbally, physically or in writing) towards another child or adult.
- Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention.
- Smoking or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event).
- Possessing or taking drugs (including legal highs).
- Bringing dogs onto the school premises (other than guide dogs).

This list is not exhaustive.

4. Breaching the code of conduct

If the school suspects, or becomes aware, that a parent has breached the code of conduct, the school will gather information from those involved and speak to the parent about the incident.

Depending on the nature of the incident, the school may then:

- Send a warning letter to the parent.
- Invite the parent into school to meet with a senior member of staff or the headteacher.
- Contact the appropriate authorities (in cases of criminal behaviour). This could include the police.
- Seek advice from our legal team regarding further action (in cases of conduct that may be libellous or slanderous).
- Ban the parent from the school site.

The school will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the code of conduct rests with the headteacher.

The headteacher will consult the chair of governors before banning a parent from the school site.

5. Monitoring and Review

The school will keep an electronic log of any unacceptable behaviour along with the actions taken to address it. The headteacher will also report any incidents and how they have been dealt with to the chair of governors on a termly basis. Any serious incidents will be reported to the chair of governors at the point of action.