

Code of Conduct Policy

Date	Review Date
March 2022	Autumn Term 2023

Litchard Primary School



Parents, Carers, Visitor's Code of Conduct and Unacceptable Behaviour on School Premises Policy

Purpose

Governors and staff at Litchard Primary School are very fortunate to have a supportive and friendly family community. Our parents and carers recognise that educating children is a process that involves partnership between home and the school. We welcome and encourage parents and carers to participate fully in the life of our school and we will act to ensure it remains a safe place to learn and work.

Behaviour that will cause harassment, alarm or distress is contrary to the aims of Litchard Primary School.

The aims of this policy are to ensure that all member of our school community treat each other with respect and that all pupils and adults should feel safe on the school site. The vast majority of the parents and carers are keen to work with us and are supportive of the school's work. If a parent or carer has concerns, we will always listen and seek to address them. We expect all members of our school community to behave in a reasonable way but sadly, there are occasions when behaviour by parents, carers and visitors to the school may be considered unacceptable. This policy outlines the steps that will be taken in those rare circumstances.

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

Visitor's Code of Conduct

We expect all visitors to:

- Respect the caring ethos and values of our school;
- Understand that both school staff, governors and parents/carers need to work together for the benefit of the children;
- Demonstrate that all members of the school community should be treated with respect;
- Approach the school courteously to help resolve any issues of concern by making an appointment to meet with the most appropriate member of staff or member of the senior management team;
- Remember how busy members so staff are during the school day, particularly first thing in the morning. Where you need to speak with a member of staff make an appointment to do so at a time when they can give you your full attention. Staff will not be asked to leave a class to meet a parent, carer or visitor who has not made a prior appointment;
- Seek to clarify a child's version of events with the school's view to bring about a calm solution to any issue;
- Correct their own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour;
- Reinforce the school policy on behaviour including the school's Anti Bullying policy and Dignity at work policy. The school will also consider its safeguarding protocols should the behaviour of a parent, carer or visitor raise concerns;
- Approach the school to help resolve any issues of concern;
- Avoid using staff as threats to influence children's behaviour;
- Respect the school environment, using correct pedestrian footways into school, driving carefully and considerately within permitted areas, following any instructions issued by school staff.

Types of Unacceptable Behaviour

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

- Disruptive behaviour or disorderly conduct which interferes or threatens to interfere with the operation of a classroom, office or any other area of the school grounds and playing fields;
- Speaking to any member of staff at the school in a manner that is aggressive, demanding or intimidating including invading their personal space;
- Using loud/or offensive language, shouting, swearing, cursing, using profane language, attempting to physically intimidate, use of aggressive hand gestures or displaying temper or aggression;
- Threatening to harm a member of school staff, visitor, fellow parent/carer or pupil regardless of whether the behaviour constitutes a criminal offence;
- Damaging or destroying school property;
- Sending abusive, vexatious or threatening e-mails or text/voicemail/phone messages or other written communications;
- Dictating behaviour to staff about how their professional duties will be discharged;
- Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or pupils regardless of whether that behaviour constitutes a criminal offence;
- Defamation of the school or staff character on Facebook or other social networking sites. Any concerns you may have about the school must be made through the appropriate channels, so they can be dealt with fairly, appropriately and effectively for all concerned using the appropriate complaints procedure. You should ask for a copy of school's Complaint policy and follow the steps identified in making a formal complaint;
- 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 to discuss or chastise them because of their actions towards your own children. (Such an approach to a child may be seen as an assault on that child and may have legal consequences);
- The wearing of clothing that may include offensive language and/or images;
- Making racist, homophobic or sexist comments, such comments may constitute a criminal offence;
- Smoking (tobacco or e-cigarettes) and consumption of alcohol or illegal drugs on school premises;
- Dogs being brought on to school premises except for assistance dogs.

This is not an exhaustive list but seeks to provide illustrations of such behaviour.

If the conduct of parents, carers or visitors on school premises is deemed to be offensive, threatening, aggressive or causes any form of distress or harm, they will be asked to leave the school premises and must leave at once.

Should any of the above behaviours occur on school premises, the school may feel it necessary to contact the appropriate authorities including the police or social services. **Although the school will attempt to promote a graduated response (verbal and written warnings) the school is within its rights to act accordingly if the safeguarding/wellbeing of pupils, staff or members of the community is at risk.** If necessary (in consultation with the Local Authority) access to the school of the individual concerned, may be restricted, or even banned from entering the school grounds. Both the physical and emotional wellbeing of pupils and adults will be the main consideration in any further action that is taken. This may result in a communication strategy to restrict the way communications take place with the school being put in place. The school reserves the right to take any necessary actions to ensure that members of the school community are not subjected to abuse this could include a lock down of the school and the immediate request for the police to attend the school.

Covid 19

This will relate to current Covid-19 risk assessment and guidance.

Appeal

Any parent who is asked to leave the school premises will have the right of appeal to the decision by writing to the Chair of Governors within ten days of permission to enter the school premises being withdrawn.

Review

At the discretion of the Chair and Vice Chair of the Governing body in conjunction with the Headteacher and the SLT.