

Parent Code of Conduct



Matt Condon, Head Teacher,
School of Christ the King



Jo Kingston, Holy Cross Primary School



Barbara Lee, Head Teacher,
St Bernadette Primary School

Please note, any reference to "School" refers to all of the schools above.

Please note any reference to "parent" applies to all parents, carers and other adults attending school premises.

This policy has been ratified by the Governing body of all 3 schools on the date noted below.

Review Date: September 2024

Next Review Date: September 2027

Parental code of conduct:

Statement of principles:

"We are an inclusive Catholic community, who welcome, love, care for and serve our pupils and families. We work together in Christ to ensure every unique child is able to become the best that they can be; academically, socially and spiritually with the support, respect and encouragement God wants for us all."

At Holy Cross RC Primary School, 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.

To create a welcoming and safe learning environment, the school implements a specifically designed set of rules regarding behaviour and conduct which parents are expected to act in accordance with.

All staff members have the right to work without fear of violence or abuse; therefore, physical attacks, threatening behaviour, and abusive or insulting language towards staff members, governors, visitors, pupils or other parents may result in individuals being removed from the premises.

This document outlines the manner in which parents are expected to act whilst on the school premises, while on school trips and during pick up and drop off times as well as detailing the type of behaviour that will not be tolerated.

This policy outlines the steps that will be taken where behaviour is unacceptable

Legal framework:

This document has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

Education Act 2011

Education Act 1996

Children Act 2004 DfE (2023)

'Keeping children safe in education 2023'

'Controlling access to school premises' DfE (2018)

This document also operates in conjunction with the following school policies:

Complaints Procedures Policy

Safeguarding Policy

Expectations:

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.
- Set a good example to pupils through their behaviour and the way they interact with staff, pupils and other adults.
- Work together with staff members for the benefit of their child and to resolve any issues of concern.
- Treat all governors, staff members, pupils, other parents, neighbours and any members of the school community with dignity and respect.
- 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 aggressive or unsafe behaviour.
- 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, and ensure their dress and appearance reflects that they are role models for pupils, e.g. not wearing clothing with offensive slogans.
- Parents are required to act in accordance with all relevant school policies and procedures at all times

Drop off and collection of pupils:

Parents will drop off and collect their children where road markings allow. Parents are not permitted, to stop, wait, drop off, or pick up pupils while in a prohibited area. This includes the front gates of the school. Neighbouring residents' drives should not be blocked under any circumstances, even during short periods of waiting where the car is in use. If any parent needs information about where to park, please see the school office. Vehicles should be driven in a calm manner which causes least disturbance to residents. Engines should be turned off when a vehicle is stationary and not in traffic as vehicle exhaust emissions contribute significantly to air pollution and are particularly harmful to children. All pupils will wear a seatbelt at all times while they are dropped off and picked up. Parents will ensure pupils disembark vehicles safely at the correct stop and cross roads with care. Parents are to use their discretion in severe weather and drive with extra caution as appropriate. Pupils should not be collected late - all pupils are expected to be collected at the end of the school day. (3:10pm for EYFS/KS1 3:15pm for KS2) Collection from ASC must be at either 4:15pm or 5:30pm.

If a parent is delayed in picking up their child for any reason it is the parent's responsibility to call an authorised adult to collect the pupil from school on their behalf. Parents that are going to be late picking their child up from school and

cannot arrange for an authorised adult to collect the pupil from school on their behalf should inform the school as soon as possible.

Inappropriate behaviour:

Types of behaviour that are considered serious and unacceptable and will not be tolerated:

shouting at members of the school staff, parents or children either in person or over the telephone;

Physically intimidating a member of staff, parent or child, e.g. standing very close to her/him;

Using foul, abusive or offensive language, including swearing and sexual comments;

Raising voices inappropriately at another individual;

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, including the use of discriminatory comments, e.g. racist, sexist, homophobic, transphobic, ableist comments;

Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online;

Sending abusive, aggressive or threatening messages, emails or other communications to any member of the school community;

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 or in vicinity of the school premises or on a member of the school community, e.g. hitting, slapping, punching, kicking and pushing;

Spitting;

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;

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 other disruptive or 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 or school neighbours 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, unless it has been authorised and supplied by the school;

Taking photographs or videos on the school premises without permission from the school;

Requesting to follow or friend a member of staff on social media;

Driving or parking unsafely within the vicinity of the school.

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

Managing inappropriate behaviour:

If a parent is behaving inappropriately, a report will be made to the headteacher 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 headteacher 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 headteacher to discuss their behaviour and to attempt to resolve the issue. Where this initial meeting is not sufficient to resolve the issue, the 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 any inappropriate 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 Safeguarding Policy.

The school reserves the right to escort anyone off the premises who is displaying aggressive or disruptive behaviour. The police, or other external agencies, (such as

Delegated Services (our H&S service) 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. For example, if there is a physical altercation between parents or against staff, the police will be called to intervene.

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 clothing being inappropriate, these will be dealt with 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, in line with the Barring from the school premises section of this policy.

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.

Behaviour that could result in a parent being asked to leave the premises includes aggressive, abusive or insulting behaviour or language that is a risk to staff or pupils, or behaviour that is making staff or pupils feel threatened.

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.

Or

- Inform the parent that they intend to bar them and invite them to present their side.

The 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 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 and 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 will be advised to seek independent legal advice.

Monitoring and review:

This document will be reviewed every 3 years and any changes made will be communicated to all parents and staff at the school. The next scheduled review date for this document is September 2027. All parents will be provided with a copy of this code of conduct upon their child's attendance at the school. It is also available on the school website. Parents are required to familiarise themselves with the procedures and guidelines outlined.

To be completed online:

Parent Code of Conduct Agreement:

I _____ (name), parent of _____ (name of child), declare that I have received, read and understood the terms and conditions of this code of conduct.

I understand my obligations under this code of conduct and agree to comply fully with them.

I will ensure that my conduct does not breach this code in any way, including not: