



Review Date: Sept 25

Next Review Date: Sept 27

CODE OF CONDUCT – PARENTS/CARERS/VISITORS

This Code of Conduct is an unsigned agreement between the Parent, Carer, Visitor and Uplands Community Primary School.

(Separate Code of Conduct policies are in place in respect of Staff and Governors).

At Uplands Community Primary School we are very proud and fortunate to have a very dedicated and supportive school community. At our school the staff, governors, parents and carers all recognise that the education of our children is a partnership between us.

As a partnership we are all aware of the importance of good working relationships and recognise the importance of these relationships to equip our children with the necessary skills for their education. For these reasons we will continue to welcome and encourage parents and carers to participate fully in the life of our school.

The purpose of this code of conduct is to provide the expectations around the conduct of all parents, carers and visitors connected to our school.

We expect our school community to

- respect our school ethos,
- keep our school tidy,
- set a good example of their own behaviour both on school premises and when accompanying classes on school visits.

In addition, we expect our parents, carers and visitors to keep our children safe:

- by adhering to the school's request to park safely outside on the road,
- to use the unofficial one-way system in Thompson Road, driving down with the school on the right-hand side to avoid traffic difficulties and
- to be considerate of our neighbours in Thompson Road by not obstructing driveways.

We are committed to resolving difficulties in a constructive manner, through an open and positive dialogue. However, we do understand that everyday misunderstandings can cause frustrations and may have a negative impact on our relationships. Where issues arise or misconceptions take place, please contact your child's teacher or the Headteacher via phone or email. Where necessary, the child's teacher or the Headteacher will arrange an appointment on the school site in order to 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

This code aims to clarify the types of behaviour that will not be tolerated and seeks parental agreement to these expectations and sets out the actions the school can take should this code be ignored or where breaches occur.

Behaviour that will not be tolerated:

- Disruptive behaviour which interferes or threatens to interfere with any of the school's normal operation or activities anywhere on the school premises.

- Any inappropriate behaviour on the school premises, which makes any member of staff feel uncomfortable or intimidated.
- Using loud or offensive language or displaying temper.
- Threatening in any way, a member of staff, visitor, fellow parent/carer or child.
- Damaging or destroying school property.
- Sending abusive or threatening emails or text/voicemail/phone messages or other written communications (including social media) to anyone within the school community.
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff/governors at the school in person or on social media.
- The use of physical, verbal or written aggression towards another adult or child. This includes physical punishment of your own child on school premises.
- 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, taking illegal drugs or the consumption of alcohol on school premises. (Alcohol may only be consumed during authorised events)
- Dogs being brought on to the school premises. (other than guide dogs)

Should **any** of the above occur on school premises or in connection with the school it may be felt necessary to take action by contacting the appropriate authorities or to consider banning the offending adult from entering the school premises.

Together we create a positive environment not only for the children but also all who work and visit our school.

What happens if someone ignores or breaks the code?

In the event of any parent/carer or visitor of the school breaking this code then proportionate actions will be taken as follows:

In cases where the unacceptable behaviour is considered to be a serious and potentially criminal matter, the concerns will in the first instance be referred to the Police. This will include any or all cases of threats or violence and actual violence to any child, staff or governor in the school. This will also include anything that could be seen as a sign of harassment of any member of the school community, such as any form of insulting social media post or any form of social media cyber bullying. In cases where evidence suggests that behaviour would be tantamount to libel or slander, then the school will refer the matter to the County Council's Legal Team for further action. In cases where the code of conduct has been broken but the breach was not libellous, slanderous or a criminal matter, then the school will send out a formal letter to the parent/carer/visitor informing them that they are in breach of the parent/carer/visitor Code of Conduct and remind them to adhere to the policy at all times.

If the parent/carer refuses to adhere to the policy, the parent may be invited to attend a meeting, and warning them that if they do not comply they may be banned from the school premises. If after this the unacceptable behaviour continues, the parent/carer/visitor will again be written to and informed that a ban from the school is now in place.

Note:

(1) a ban from the school can be introduced without having to go through all the steps offered above in more serious cases.

(2) Site bans will normally be limited in the first instance.

Issues of conduct with the use of Social Media

Most people take part in online activities and social media. It is fun, interesting and keeps us connected.

The school has a Facebook page which allows parents to receive and respond to messages about school events. We encourage you to positively participate if you wish.

Within these spaces however, we ask that you use common sense when discussing school life online.

‘Think before you post’ We ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, school staff, parents or children.

We take very seriously inappropriate use of social media by a parent to publicly humiliate or criticise another parent, member of staff or child.

If parents have any concerns about their child in relation to the school as we have said above, they should:

1. Initially contact the class teacher by phoning the school office or via the class email address.
2. If the concern remains they should contact the Headteacher.
3. If still unresolved, the school governors through the complaints procedure.

They should not use social media as a medium to air any concerns or grievances.

Online activity which we consider inappropriate:

- Identifying or posting images/videos of children.
- Abusive or personal comments about staff, governors, children or other parents.
- Bringing the school into disrepute.
- Posting defamatory or libellous comments.
- Emails circulated or sent directly with abusive or personal comments about staff or children
- Using social media to publicly challenge school policies or discuss issues about individual children or members of staff.
- Threatening behaviour, such as verbally intimidating staff, or using bad language.
- Breaching school security procedures.

At our school we take our safeguarding responsibilities seriously and will deal with any reported incidents appropriately, in line with the actions outlined above.

It is important for parents and carers to make sure any persons collecting their children are aware of this policy.