



Wales Primary School

Code of conduct for parents, carers and visitors

Date of Policy Approval: March 2022

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CODE OF CONDUCT FOR PARENTS, CARERS AND VISITORS

At Wales Primary School we are very proud and fortunate to have a 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.

We expect our school community to respect our school ethos and set a good example of their own behaviour both on school premises and when accompanying classes on school visits.

In addition, we also expect our parents, carers and visitors to keep our children safe by adhering to the school's request to park safely outside school during morning and afternoon collections.

As a partnership we are all aware of the importance of good working relationships and all 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 are 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 or the Headteacher, 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.

This code aims to clarify the types of behaviour that will not be tolerated and seeks parental agreement to these expectations.

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



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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
- 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 on Facebook or other sites
- 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
- Dogs being brought on to the school premises (other than accredited assistance or guide dogs).

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

COVID-19

Parents, carers and visitors must observe the COVID-secure measures put in place by school. These are detailed in but not limited to the following documents

<https://www.gov.uk/government/publications/actions-for-schools-during-the-coronavirus-outbreak>

<https://www.gov.uk/government/publications/covid-19-people-with-covid-19-and-their-contacts/covid-19-people-with-covid-19-and-their-contacts>

If we need to step measures up on the advice of the Local Authority or Public Health England then we may implement our Outbreak Management Plan and parents/carers will be informed of any new measures related to this.



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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, adult, 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 RMBC 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 try to resolve this by discussion with the individual and a letter may be sent warning that repeated behaviour could lead to a ban from school premises.

If a ban is felt necessary then the Headteacher will discuss and agree this with the Chair of Governors. The Headteacher will determine the length of the ban and the individual will be notified by letter.

Anyone who feels they have been unreasonably banned should in the first instance discuss with the Headteacher or ask for the decision to be reviewed under the complaints procedure.

Thank you for abiding by this code in our school. Together we create a positive and safe environment not only for the children but also all who work and visit our school.

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