

## Code of Conduct for Parents and Carers

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## **PURPOSE**

This code of conduct was developed by parents and carers of Cherry Tree School and adopted by all schools in the Trust. It is designed to give clear guidance on the standards of behaviour all parents and carers are expected to observe, and the schools will notify parents and carers of this code and the expectations as part of their induction programme for new parents and carers.

## **SETTING AN EXAMPLE**

All parents and carers who enter the school site at any time set examples of behaviour and conduct which can influence pupils. 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, trustees, visitors, pupils or other parents and carers may result in individuals being removed from the premises. All parents and carers must, therefore, demonstrate high standards of conduct in order to encourage our pupils to do the same. Parents and carers are held responsible for the behaviour of others visiting school on their behalf, e.g another staff member collecting pupils?

## **EXPECTED BEHAVIOUR**

- Parents and carers will be aware of school policies and know that copies of these are available from the school office, ensuring that they act in accordance with school procedures at all times whilst on the school premises.
- All parents and carers should respect one another, all children and staff. There should be no physical abuse, rude or aggressive behaviour, bad language, racism or sexism directed towards another parent, carer, pupil or member of staff.
- Parents and carers are expected to support the staff in maintaining discipline and good behaviour in the schools.
- No parent or carer should enter the school premises under the influence of drink or drugs.
- No parent or carer should enter the school premises with a dog apart from guide and other assistance dogs.
- Complaints made by parents or carers should go through the correct channels. If a parent or carer has a concern or an issue about another parent, carer or child in the school, they must not approach them directly but report their problem to the school office. Any personal matters that are not to do with school should be dealt with off school premises.
- If a parent or carer is unhappy with the school, they must discuss this in line with the complaints procedure and not harm the school's reputation by using social networking sites to express their opinion.
- All parents and carers should only enter the school building through the school office or by permission from a member of staff.
- Notes for teachers should be sent in with the child or be given into the school office.
- The school has the authority to ban parents and carers from the school site who repeatedly display unacceptable behaviour. Please see the Managing Aggressive Adults policy for more details.

## **INAPPROPRIATE BEHAVIOUR**

- The Trust takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances which may make pupils or members of staff feel threatened. A perceived threat, or any action which makes another individual feel threatened, can be sufficient to bar parents and carers from the premises.
- The use of foul and abusive language will not be tolerated on the school premises.
- Parents and carers will not discriminate against any individual, whether a staff member, pupil or another adult, on the basis of their age, race, ethnicity, religion, cultural belief, attainment, disability, gender or background.
- Bullying, harassment or intimidation, including physical, sexual and verbal abuse, will not be tolerated under any circumstances.

- Parents and carers will not confront other parents, carers or children, regarding their conduct.
- The school holds the right to escort anyone off the premises who is displaying aggressive or disruptive behaviour.
- Under section 547 of the Education Act 1996, it is an offence for any person to cause a nuisance or disturbance on school premises, and that the police may be contacted to assist in the removal of individuals from the premises, where necessary.
- As outlined in the school's Managing Aggressive Adults policy, the persistent occurrence of unacceptable behaviour can result in individuals being permanently banned from the premises.
- The sending of abusive or threatening written/electronic messages will be treated in the same way as any other abusive or threatening behaviour.

### **SMOKING, ALCOHOL AND OTHER SUBSTANCES**

- Parents and carers will not smoke on the school premises.
- Parents and carers will not smoke whilst working with or supervising pupils off-site, such as when on educational visits or during school events.
- Bringing illegal substances or alcohol onto school premises is not permitted unless expressly requested by the school (e.g bring a bottle for the tombola).
- The taking of illegal drugs whilst on the school premises is unacceptable and will not be tolerated.
- Only alcohol which has been supplied by the school can be consumed on the premises.
- If the school believes that a parents or carers alcohol or drug usage is impacting on the safety and wellbeing of a child, the school has a duty to raise a child protection concern and take appropriate action in accordance with the school's Child Protection and Safeguarding Policy, including referral to Children's Services.

### **USE OF SOCIAL MEDIA**

- Parents and carers are expected to act in accordance with the school's Social Media Policy when discussing the school on social networking sites, such as Facebook, Twitter and Instagram.
- 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. **'Think before you post!'**
- Parents and carers must not attempt to befriend or otherwise contact members of staff or pupils through social media. Where contact has been attempted, this will be reported to the headteacher.
- Parents and carers must not post content which is damaging to the school or any members of the school community. In the event of defamation, the school will take legal action.
- All parents and carers are encouraged to use social media responsibly in order to set a positive example.
- Cyber bullying of any kind will not be tolerated and will be dealt with as a serious incident.
- Parents and carers will not post on social media anonymously or under an alias in order to evade the guidance given in this policy.
- Any cases of social media use that breach the guidelines of this policy will be reported to the headteacher immediately.
- The headteacher will report offending individuals using the appropriate 'report abuse' section on the specific social media site and will arrange a meeting with the individuals concerned to discuss their use of social media.
- The individual will be advised to remove any posts or comments that are harmful, immediately.
- The headteacher may contact the police for legal action where necessary.

### **MANAGING INAPPROPRIATE CONDUCT**

- In the instance of inappropriate behaviour, the school will follow a number of procedures, depending on the severity of the situation. These are detailed in the Managing Aggressive Adults policy and may include contacting the police and ultimately being barred from the school premises

## **MONITORING AND REVIEW**

- This Code of Conduct will be reviewed on an annual basis by the Trust Board and any changes made will be communicated to all parents, carers and staff within the Trust.
- All adults will be provided with a copy of this policy upon their attendance at the school and will be required to familiarise themselves with the procedures and guidelines outlined.