

Webheath Academy Primary School

# Parent Code of Conduct



**Approved, ratified and adopted by the local governing body on 29th April 2024**

**Chair: David Sullivan**

**This policy will be reviewed every 2 years or when circumstances or advice and guidance changes.**

## Contents

1. Purpose and scope .....	3
2. Our expectations of parents and carers .....	3
3. Behaviour that will not be tolerated .....	4
4. Breaching the code of conduct.....	5
5. Steps to be taken in the event of unacceptable behaviour .....	5

## 1. Purpose and scope

At Webheath Academy Primary School we believe it is important to:

- > Work in partnership with parents to support their child's learning
- > Create a safe, respectful and inclusive environment for pupils, staff and parents
- > Model appropriate behaviour for our pupils at all times.

To help us do this, we set clear expectations and guidelines on behaviour for all members of our community. This includes staff (through the staff code of conduct) and pupils (through our behaviour policy).

This code of conduct aims to help the school work together with parents by setting guidelines on appropriate behaviour.

We use the term 'parents' to refer to:

- > Anyone with parental responsibility for a pupil
- > Anyone caring for a child (such as grandparents or child-minders)

We recognise the importance of working in partnership with parents and carers in order to achieve this, and endeavour to foster positive relationships which are based on trust and mutual respect.

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.

At Webheath Academy Primary School we are committed to:

- Listening to parents carefully and respectfully, including allocating an appropriate length of time for pre- arranged meetings
- Responding appropriately to concerns raised as per our school policies
- Outlining any actions that may be required
- Updating parents and carers on progress and outcomes of the concern
- Listening and responding to updates from parents

## 2. Our expectations of parents and carers

We expect parents, carers and other visitors to:

- > Respect the ethos, vision and values of our school
- > Work together with staff in the best interests of our pupils
- > Treat all members of the school community with respect – setting a good example with speech and behaviour
- > Seek a peaceful solution to all issues
- > Correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct
- > Approach the right member of school staff to help resolve any issues of concern and be patient -

please see website for current staff roles or ask at the office. (Replies may take 3-5 working days)

### **3. Behaviour that will not be tolerated**

- > Disrupting, or threatening to disrupt, school operations (including events on the school grounds and sports team matches)
- > Swearing, or using offensive language
- > Displaying a temper, or shouting at members of staff, pupils or other parents
- > Use of any aggressive or threatening behaviour such as hand gestures, intimidation, threats to involve others against school or individual, videoing or recording not agreed to
- > Threatening another member of the school community
- > Sending abusive messages to another member of the school community, including via text, email or social media
- > Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms
- > Use of physical punishment against your child while on school premises
- > Any aggressive behaviour (including verbally or in writing) towards another child or adult
- > Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention
- > Smoking or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- > Possessing or taking drugs (including legal highs)
- > Bringing dogs onto the school premises (other than guide dogs)

Parents and carers should not make allegations against staff or the school or bring the school into disrepute on social media sites.

A failure to keep to the above standards is likely to limit the school's ability to respond effectively to concerns.

Parents and carers are not permitted to discipline a child who is not their own. They must seek support from a member of staff. Parents or carers who take matters into their own hands may be subject to safeguarding action being taken against them by the school or by the parent(s) of the child involved.

## **4. Breaching the code of conduct**

If the school suspects, or becomes aware, that a parent has breached the code of conduct, the school will gather information from those involved and speak to the parent about the incident.

Depending on the nature of the incident, the school may then:

- > Send a warning letter to the parent
- > Invite the parent into school to meet with a senior member of staff or the headteacher
- > Contact the appropriate authorities (in cases of criminal behaviour)
- > Seek advice from our legal team regarding further action (in cases of conduct that may be libelous or slanderous)
- > Ban the parent from the school site

The school will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the code of conduct rests with the headteacher.

The headteacher will consult the chair of governors before banning a parent from the school site.

## **5. Steps to be taken in the event of unacceptable behaviour**

### **STEP 1: VERBAL WARNING**

The headteacher (or member of SLT) will speak to the person or persons perpetrating such an incident, privately. It will be put to them that such behaviour is unacceptable, and an assurance will be sought that such an incident will not be repeated. It will be stressed on this occasion that repetition of such an incident will result in furthermore serious action being taken. If the headteacher has been subject to abuse this will be done by the Chair of Governors (or another appointed governor). If any such incident occurs near to or within school holidays, weekends or out of reasonable hours, the Chair of Governors (or another appointed governor) will write to the person or persons highlighting the incident and any relevant particulars.

### **STEP 2: WRITTEN WARNING**

If a second incident occurs involving the same person or persons, the headteacher will write to the adult(s) informing them once again that this conduct is unacceptable. As with Step 1, if the headteacher has been subject to abuse this will be done by the Chair or Governors or other appointed governor. NB: Any incidents of violent conduct would immediately proceed to step 5. At any stage, the school may report serious incidents of abusive and threatening behaviour to the Local Authority. The school has a statutory responsibility to report any racist or discriminatory incidents to the Local Authority (See Equality Policy). Any act of actual or threatened violence will be referred to the police immediately. See STEP 2 example letter.

### **STEP 3: EXCLUSION FROM SCHOOL PREMISES**

If such an incident recurs or if an initial incident is considered serious enough, the Chair of Governors (or other appointed governor) will enforce an exclusion from school premises.

### **STEP 4: REMOVAL BY POLICE**

If, following a decision to exclude a person from the school premises, that person persists in entering school premises, they may be removed by the police as a trespasser under Section 547 of the Education Act 1996 and charged with an offence under the Public Order Act 1986.

All parents, even if excluded from school premises, are not excluded from the rights to access to school and have a right to seek an appointment to speak to school staff about their child's educational progress.