



Part of the Tibberton CE Primary School and  
St Lawrence CE Primary School Federation

# Parent Code of Conduct Policy

**Revised: December 2019**

**Consultation with staff and Governors**

**and adoption of policy: Spring Term 2020**

**Review date: Spring Term 2022**

*To be formally agreed by Governors in the Spring Term FGBM.*

# Tibberton CE Primary School and St Lawrence Primary School Federation Code of Conduct for Parents, Carers and Visitors

**This Code of Conduct is an unsigned agreement between the parents, carers and Tibberton CE Primary School and St Lawrence CE Primary School.**

At Tibberton CE Primary and St Lawrence CE Primary Schools, we are very proud and fortunate to have a very dedicated and supportive school community. At our schools 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 schools' ethos, keep our schools tidy, set a good example of their own behaviour both on school premises and when accompanying classes on school visits.

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

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 at an agreed time 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.

The code of conduct also 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 schools 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. (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 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.

Thank you for abiding by this code in our school. Together we create a positive and uplifting 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 Telford and Wrekin's Legal Team for further action. In cases where the code of conduct has been broken but the breach was not libellous, slanderous or criminal matter, then the school will invite the parents or carers to a meeting to seek a practical and fair solution.

If the parent/carer refuses to attend the meeting then the school will write to the parent/carer and ask them to stop the behaviour causing the concern and warn that if they do not they may be banned from the school premises. If after this behaviour continues, the parent/carer will again be written to and informed that a ban is now in place.

**Note:** A ban from the school can be introduced without having to go through all the steps offered above in more serious cases.

## **Issues of conduct with the use of Social Media**

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

However, social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/students. The Governors consider the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any student or parent/carer of a child/ren being educated in the school is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content, which can be posted, on the site and they provide robust mechanisms to report contact or activity which breaches this. The school will also expect that any parent/carer or student removes such comments immediately.

In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly is the issue of cyber bullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare.

### **'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.

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

Position	Chair of Governors
Name	Mr Paul Evans
Signature	
Date	

Position	Parent Governor
Name	Mrs Rachel Baugh
Signature	
Date	

Position	Parent Governor
Name	Mrs Helen Ashby
Signature	
Date	

Position	Mrs Rachel Wright
Name	Staff Governor
Signature	
Date	

Position	Foundation Governor
Name	Rev H Morby
Signature	
Date	

Position	Local Authority Governor
Name	Mr Nick Eyles
Signature	
Date	

Position	Foundation Governor
Name	Mrs P Jones
Signature	
Date	

Position	Co-opted Governor
Name	Mr Jack Pierce
Signature	
Date	

Position	Co-opted Governor
Name	Mrs Alison Moore
Signature	
Date	

Position	Foundation Governor
Name	
Signature	
Date	

Position	Executive Head Teacher
Name	Miss Helen Osterfield
Signature	
Date	

Position	Parent Governor
Name	
Signature	
Date	

Position	Co-opted Governor
Name	Mrs Sarah North
Signature	
Date	