SOLENT
Academies Trust

Together we inspire lifelong learning, perseverance, kindness and growth transforming the lives of our children and families.

Parent Code of Conduct Policy

Scope:	MAT & School Policy: all SAT schools use this policy
Name of Responsible Officer:	Chief Executive Officer
Approving Committee:	Chief Executive Officer
Statutory Basis:	Statutory Policy
Requirement to publish on website:	Yes – Trust and all Academies
Date ratified by approving committee:	February 2025
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Introduction

We are very fortunate to have a supportive and friendly family community. Our families recognise that educating children is a process that involves partnership between families, class teachers, teaching assistant's and the school community. As a partnership, our families will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage families to participate fully in the life of our school.

Purpose and Scope

The purpose of this policy is to provide a reminder to all families and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

Guidance

We expect families and visitors to:

- Respect the caring ethos and values of our school
- Understand that both teachers and families need to work together for the benefit of their children.
- Demonstrate that **all** members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Correct own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour.
- Approach the school to help resolve any issues of concern.
- Avoid using staff as threats to admonish children's behaviour.

In order to support a peaceful and safe school environment the school cannot tolerate families or visitors exhibiting the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds.
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow family member or pupil regardless of whether or not the behaviour constitutes a criminal offence.
- Damaging or destroying school property.
- Abusive or threatening e-mails or text/voicemail/phone calls or other written communication
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/families/staff, at the school on Facebook or other social sites. (See Appendix 1). Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, Principal or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned. The complaints procedure can be found on the website page.
- The use of physical aggression towards another adult or child.
- 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 and consumption of alcohol or other drugs whilst on school property.

- Dogs being brought on to school premises.

Should **any** of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if necessary, even ban the offending adult from entering the school grounds.

We trust that families and visitors will assist our school with the implementation of this policy and we thank you for your continuing support of the school.

Appendix 1: Inappropriate use of Social Network Site

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Principals, school staff, and in some cases other families/pupils. The Governors considers the use of social media websites being used in this way as unacceptable and not in the best interests of the pupils or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, the Principal or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned. The complaints procedure can be found on the school website.

In the event that any pupil or family of a pupil 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 family or pupil 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 pupil or a family 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.

Appendix 2: Model letters

Dear (Insert Name)

I have received a report about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, pupils…]

We believe staff, families and pupils are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school. I must inform you that the Academy will not tolerate conduct of this nature on its premises and will act to defend its staff and pupils.

I am therefore informing you that should the school staff have any further concerns about your behaviour formal procedures will be followed.

Yours sincerely

Principal

Dear (Insert Name)

I have received a report about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, pupils….]

We believe staff, families and pupils are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school. I must inform you that the Academy will not tolerate conduct of this nature on its premises and will act to defend its staff and students.

The Principal has previously contacted you on _____. On the advice of the Principal I am therefore informing you that should the school staff have any further concerns about your behaviour you will be asked not to enter the premises and you could be prosecuted under Section 547 of the Education Act 1996.

Yours sincerely

Chair of Governors

Dear (Insert Name)

I have received a report from the Principal about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, pupils...]

I must inform you that the Academy will not tolerate conduct of this nature on its premises and will act to defend its staff and pupils. On the advice of the Principal I am therefore instructing that (for a temporary period) you are not to reappear on the premises of the School. If you do not comply with this instruction I shall arrange for you to be removed from the premises and prosecuted under Section 547 of the Education Act 1996.

The withdrawal of permission for you to enter the school premises takes effect straightaway. However, I still need to decide whether it is appropriate to confirm this decision. Before I do so, I wish to give you an opportunity to give me in writing any comments or observations of your own in relation to the report which I have received from the Principal. These comments may include any expressions of regret on your part and any assurances you are prepared to give about your future good conduct. To enable me to take a decision on this matter at an early point, you are asked to send me any written comments you wish to make by (state date ten working days from the date of letter).

If on receipt of your comments I consider that my decision should be confirmed, you will be supplied with details of how to pursue a review of the circumstances of your case.

Yours sincerely

Chair of Governors