



The Brickfields Trust

Code of Conduct for Parents and Carers

Kings Road Primary & Lawford Mead Primary & Nursery Schools

***Certified as reviewed and approved by the Local Governing Committees:
Summer 2023***

Next review date: Summer 2026

*The Brickfields Multi Academy Trust is a company registered in England and Wales.
Company Number: 10538130*

Code of Conduct Policy for Parents and Carers

Relationship to other policies

- Equality Scheme
- Educational Visits
- Health, Safety & Wellbeing
- SMSC
- Complaints Procedure
- Behaviour Management
- Anti-Bullying
- Child Protection

Introduction

All pupils and members of staff have the right to work without fear of violence and abuse, and the right, in an extreme case, of appropriate self-defence. This applies equally to parents, carers and other school visitors.

At our Trust schools, we are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents 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 parents/carers to participate fully in the life of our school.

The purpose of this policy is to provide a reminder to all parents, carers 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 parents, carers and visitors to:

- Respect the caring ethos of our school
- Understand that both teachers and parents 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 parents, carers and 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 including events such as team matches
- 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 parent/carers 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 messages or other written communication
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/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, the Head of School or the Chair of Local Governing Committee, so they can be dealt with fairly, appropriately and effectively for all concerned
- The use of physical aggression towards another adult or child. This includes physical punishment against their 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 and consumption of alcohol or other drugs whilst on school property
- Dogs being brought on to school premises – ***This does not include guide dogs.***

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

Procedure to be followed:

If a parent/carers behaves in an unacceptable way towards a member of the school community, the CEO, Head of School or appropriate senior staff member will seek to resolve the situation through discussion and mediation. It may be necessary for an incident form to be filled out by anyone witnessing or being on the receiving end of abusive behaviour. These forms are available from the school office.

If necessary, the school's complaints procedures should be followed. Where all procedures have been exhausted, and aggression or intimidation continue, or where there is an extreme act of violence, a parent or carer may be banned by the CEO/Head of School from the school premises for a period of time, subject to review.

In imposing a ban the following steps will be taken:

1. The parent/carer will be informed, in writing (by either the Trust CEO or the Chair of the Local Governing Committee) or by meeting with the Head of School, that she/he is banned from the premises, subject to review, and what will happen if the ban is breached, eg that police involvement or an injunction application may follow
2. Where an assault has led to a ban, a statement indicating that the matter has been reported to the local authority and the police will be included
3. The trustees/governors will be informed of the ban
4. Where appropriate, arrangements for pupils being delivered to, and collected from the school gate will be clarified by the Head of School.

Conclusion:

In implementing this policy, the Trust will, as appropriate, seek advice from the Local Authority's education, health and safety and legal departments, to ensure fairness and consistency.

We would expect that parents would make all persons responsible for collecting children aware of this policy.

Monitoring and review

This policy will be formally reviewed by the Local Governing Committee every 3 years. In the event of new guidance being made available, this review date will be moved forward.

Designated Members of Staff:

- Mrs H. O'Dea (BRICKFIELDS CEO)
- Mrs K. Riches (Kings Road)
- Mr M. Poyton (Lawford Mead)

Appendix 1

Inappropriate use of Social Network Site

Social media is being used increasingly to fuel campaigns and complaints against schools, Head of Schools, school staff, and in some cases other parents/pupils. The Governors of Lawford Mead Primary School and Kings Road Primary School considers the use of social media 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 Head of School or the Chair of Local Governing Committee, so they can be dealt with fairly, appropriately and effectively for all concerned. The Governors also consider the use of mobile phones for the purpose of bullying or the sending of inappropriate messages and photos to pupils or other parents as a serious violation of both Lawford Mead Primary School and Kings Road Primary School ethos and will take appropriate action, including contacting the police, if necessary.

In the event that any pupil or parent/carer of a child/ren being educated in either Lawford Mead Primary school or Kings Road Primary 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 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 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.

We would expect that parents would make all persons responsible for collecting children aware of this policy.