

Parent code of conduct

Moat Farm Infant School and Lavender Farm Nursery



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1. Purpose and scope

At Moat Farm Infant School and Lavender Farm Nursery, we believe it's important to:

- Work in partnership with parents to support their child's learning
- Create a safe, respectful and inclusive environment for children, staff and parents
- Model appropriate behaviour for our children 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 children's (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)

2. Our expectations of parents and carers

We expect parents, carers and other visitors to:

- Respect the ethos, vision and values of our school and nursery
- Work together with staff in the best interests of our children
- Treat all members of the school/nursery community with respect – setting a good example with speech and behaviour
- Seek a peaceful solution to all issues, ideally before the issue becomes too big
- Correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct

3. Behaviour that will not be tolerated

- Disrupting, or threatening to disrupt, school/nursery operations (including events on the school grounds and sports team matches)
 - Any inappropriate behaviour on the premises
 - Swearing, or using offensive language
 - Raising your voice, displaying a temper, or shouting at members of staff, children or other parents
 - Threatening, in anyway, a member of school staff, visitor, fellow parent/carer or child
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- Sending abusive or threatening e-mails or text/voicemail/phone messages or other written communications to anyone within the school/nursery community.
- Posting defamatory, offensive or derogatory comments about the school/nursery, its staff or any member of its community, on social media platforms
- Use of physical punishment against your child while on school/nursery premises
- Any aggressive behaviour (including verbally or in writing) towards another child or adult
- Disciplining another person's child (Such an approach to a child may be seen to be an assault on that child and may have legal consequences) – please bring any behaviour incidents to a member of staff's attention
- Smoking or drinking alcohol on the premises (unless alcohol has been allowed at a specific event)
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the premises (other than guide dogs)
- Damaging or destroying school/nursery property.

4. Breaching the code of conduct

If the school or nursery suspects, or becomes aware, that a parent has breached the code of conduct, the school/nursery will gather information from those involved and speak to the parent about the incident. 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/ nursery manager. The headteacher/ nursery manager will consult the chair of governors before banning a parent from the school site.

When the code of conduct has been breached, depending on the nature of the breach, the following steps would be taken: **Step 1: Verbal Warning**

The Head Teacher/ nursery manager (or member of SLT) will speak to the person or persons breaching the code of conduct, 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. If staff experience inappropriate behaviour (please see above) during telephone calls or during conversations with families, they will cease the conversation immediately. It will be stressed on these occasions that repetition of such an incident will result in further more serious action being taken. If the Head Teacher/ nursery manager has been subject to abuse this will be done by the Chair of Governors (or another appointed governor).

Step 2: Written Warning

If a second incident occurs involving the same person or persons, the Head Teacher/ nursery manager will write to the adult(s) informing them once again that this conduct is unacceptable. As for Step 1, if the Head Teacher/nursery manager has been subject to abuse this will be done by the Chair of Governors or other appointed governor. NB: Any incidents of violent conduct would immediately proceed to step 5. Any act of actual or threatened violence will be referred to the police immediately.

Step 3: Final Written Warning

If a third incident occurs involving the same person or persons, the Head Teacher/ nursery manager, Chair of Governors or other appointed independent governor, will write to the adult(s) giving a final warning that this abusive and threatening behaviour is unacceptable, and that a repetition of this conduct will leave the governors no option but to take further action.

Step 4: Exclusion from the school premises

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

Step 5: Removal by police

If, following a decision to exclude a person from the school/nursery premises, that person persists in entering school/nursery 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.

5. Inappropriate use of Social Network Site

Social media websites are being used increasingly to fuel campaigns and complaints against schools/nurseries, Headteachers/nursery managers, school/nursery staff, and in some cases other parents or pupils.

The Department for Education/Government and Governors of Moat Farm Infant School and Lavender Farm Nursery considers the use of social media websites being used in this way as unacceptable. Any concerns you may have about the school/nursery or your child/children must be made through the appropriate channels by speaking to the class teacher, the Headteacher/ nursery manager or the Chair of Governors, where they will be dealt with fairly, appropriately and effectively for all concerned.

Libellous or Defamatory posts - In the event that any pupil or parent/carer of a child/children at Moat Farm Infant School and Lavender Farm Nursery 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/nursery will also expect that any parent/carer or pupil removes such comments immediately.

Cyber Bullying – we take very seriously the use of cyber bullying 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. The school/nursery will also consider its legal options to deal with any such misuse on social networking and other sites.