



**FAIRCHILDES
ACADEMY
COMMUNITY
TRUST**

Monks Orchard Primary School

Code of Conduct for Parents, Carers and Visitors

Reviewed and agreed: October 2018

Review date: October 2020

Introduction

Monks Orchard is a welcoming, supportive and inclusive school. It is important that all members of the school community work together to help us maintain and improve our children's learning.

We appreciate how fortunate we are to have friendly and supportive parents and carers who recognise the importance of a good working partnership between home and school. To support this we encourage parents/carers to participate fully in the life of the school in as many ways as possible.

The purpose of this code is to provide a reminder to all parents, carers and visitors about expected conduct to ensure a safe and positive school environment for our children.

Expectations for appropriate behaviour

We expect parents, carers and visitors to show respect and consideration to others by:

- ensuring children arrive in plenty of time for school each morning
- parking carefully and safely outside the school premises for the benefit of the children, all other road users and the neighbours
- support the respectful ethos of the school through their own speech and behaviour towards all members of the school community whenever on the premises and ensure that their own children do the same
- working together with all staff for the benefit of the children
- not entering the classroom after the school day has started at 8:50am (explanations for lateness should be given using the electronic system at the main office)
- not smoking
- not bringing animals onto the school premises (except guide dogs or if it has been pre-arranged for educational purposes)
- respecting the school environment by keeping the school tidy and not littering.

Inappropriate forms of behaviour

We welcome and aim to fully involve parents/carers in the life of the school. In order to maintain the ethos we have established we will not tolerate:

- disruptive behaviour which interferes with teaching, learning or administration within the school
- using loud and/or offensive language or displaying temper
- threatening, aggressive, discriminatory or intimidating conversations or behaviour towards a child, another adult or a member of staff
- abusive, threatening or damaging e-mails, phone calls, texts or social network messages relating to the school
- smoking or being under the influence of alcohol or drugs on the school premises
- damaging, stealing or destroying school property
- illegal or unlawful conduct/behaviour/actions

- unjustified or vexatious claims about the conduct of the staff.

Response to adverse behaviour

The Headteacher and Governors may prohibit an adult from entering the school building or grounds in order to safeguard members of the school community. Adverse behaviour, which can include abuse or threats to staff, pupils or other parents/carers/visitors may also be reported to the appropriate authorities.

In the event of adverse behaviour by a parent, carer or visitor, the following steps will be taken:

1. The staff member will decide if he/she feels that the conversation has become threatening or aggressive. He/she will ask the parent/carer/visitor to leave them and to speak to a member of the senior team.
2. If the parent/carer/visitor refuses to do so, a message will be sent to get the Headteacher.
3. If the parent/carer/visitor refuses to go with the Headteacher all children will be removed from the situation and the police will be called. If this is the case, the parent/carer/visitor will be banned immediately from the school site.
4. If the parent/carer/visitor agrees to go with the Headteacher but continues to act in an aggressive manner he/she will be banned immediately from the school site.
5. If the parent/carer/visitor leaves with the Headteacher, whether the discussion is resolved or not, the Headteacher will decide whether or not the behaviour warrants a ban from the school site. The Headteacher will communicate this decision in a letter to the parent/carer/visitor.
6. If it is decided that a ban is not required, the parent/carer/visitor will receive a letter from the school relating to their inappropriate behaviour and warning them that should this happen again within the next 12 months that he/she will be issued with a ban from the school site.

All communication about a ban, or possible ban, including representations from the parent/carer/visitor should be made in writing. The school may insist that all communication with the parent/carer/visitor is made in writing, if it is felt necessary.

Should parents/carers/visitors be banned from entering the school site, the parent/carer/visitor will need to provide alternative arrangements for bringing the child/children into school and attending appointments made with staff in order to discuss their child/children's progress.

Conclusion

It is necessary to detail the procedures above for the protection and safety of the whole school community and particularly for the welfare of the children.

However, it is very much appreciated how friendly and courteous our school users are and this policy is written with the aim of sustaining this positive relationship for many years to come.