



CHURCHDOWN PARTON MANOR SCHOOLS' FEDERATION PARENTAL CODE OF CONDUCT

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Staff responsible	Headteacher

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1. Purpose and scope

At Churchdown Parton Manor Schools' Federation 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 pupils, staff and parents.
- model appropriate behaviour for our pupils 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 pupils (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.
- work together with staff in the best interests of our pupils.
- treat all members of the school community with respect – setting a good example with speech and behaviour.
- seek a peaceful solution to all issues.
- correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct.
- approach the right member of school staff to help resolve any issues of concern.

3. Intolerable behaviour

The school will not tolerate the following behaviour:

- making a member of staff or a pupil feel threatened
- disrupting, or threatening to disrupt, school operations (including events on the school grounds and or where pupils are representing school offsite)
- swearing, or using offensive language on school grounds
- physical intimidation, e.g. by standing very close to another person or the use of aggressive hand gestures or body language
- any kind of insult (whether intended or otherwise) which is demeaning, embarrassing or undermining
- displaying a temper, or shouting at members of staff, pupils or other parents
- threatening another member of the school community
- sending abusive messages to another member of the school community, including via text, email or social media

- posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms
- any aggressive behaviour (including verbally or in writing) towards a child or adult
- disciplining another person's child – behaviour incidents should be brought to the attention of a member of staff to deal with
- smoking, taking or possessing drugs or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- bringing dogs onto the school premises (other than guide dogs)

4. Breaching the code of conduct

In the unlikely event that a parent/carer or visitor behaves in an unacceptable way towards a member of the school community, breaching this code of conduct, we expect members of staff to behave professionally, attempting to defuse the situation where possible and seeking the involvement of colleagues if appropriate.

Staff who face these situations have licence to end any conversation (face to face or on the telephone) and should then refer the incident to a member of the Senior Leadership Team (SLT) or the Chair of Governors who will take appropriate action with reference to this policy.

If the SLT/ Governors suspect, or is made aware, that a parent has breached the code of conduct, the school will gather information from those involved and consider all perspectives.

Depending on the nature of the incident, the school may then proceed with any of the following:

- send a warning letter to the parent
- invite the parent into school to meet with a senior member of staff or the Headteacher
- impose conditions on the parent's contact with the school and its staff
- contact the appropriate authorities (in cases of criminal behaviour)
- seek advice from the Local Authority regarding further action (in cases of conduct that may be libellous or slanderous)
- bar the parent from the school site
- take legal action against the parent

The school will always respond to an incident in a proportional way.

The Headteacher will refer to the Chair of Governors before barring a parent from the school site and will consult with the Local Authority before taking any legal action.

In the case of physical aggression, school may call the police to remove the individual from the premises.

Imposing a ban

If the Headteacher, in consultation with the Chair of Governors, decides to bar an individual from the school site, the following procedures will be followed:

Step 1: the parent will be informed either by a phone call or through a message that they will be temporarily barred from the school site until a Governor meeting can be arranged.

Step 2: after this meeting, if the Governors agree to uphold the temporary ban, the parent will be advised in writing that they will be barred from the school site. All arrangements for the child(ren) will be outlined in the communication.

Step 3: the Chair of Governors will arrange a meeting with the parent to allow them to present their side. There will be two Governors present and the Clerk to Governors will minute the meeting.

Step 4: following this second meeting the Governors will either:

- lift the ban
- continue with the ban for a fixed amount of time
- make the ban permanent

The parent will be informed in writing of the outcome of this meeting.

The entire process, from the commencement of the temporary ban (Step 1) through to the written notification of the result of the meeting (Step 4) should take no more than 15 school days.

If the ban is lifted, the Chair of Governors may outline expectations of behaviour for the parent as detailed in this policy (section 2).

If the ban is continued, either short term or permanently, arrangements for the child(ren) will be outlined as before.

If the parent enters the school grounds within the period of the ban, and causes a nuisance or a disturbance, they will be committing a criminal offence under section 547 of the Education Act 1996 and as such, may be prosecuted.