



**Churchfields Infants' School**

# **Parent Conduct Policy**

**June 2021**

**Approved by Governing Board: 24<sup>th</sup> June 2021**

**Signed by chair: \_\_\_\_\_**

**Next Review Date: June 2024**

## Introduction

“Growing together; every day in every way”

The school motto at Churchfields Infants' School is driven by the school's main principle of valuing all of its members and enabling them to grow together as a community with a core culture of inclusivity and diversity. Through our values based approach to education, we are committed to ensuring equality of opportunity and high standards for all pupils, staff, parents and carers. This is irrespective of race, gender, disability, faith or religion or socio-economic background.

At Churchfields Infants' School, 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, staff and the school community. As a partnership, our parents understand the importance of a good working relationship with the school 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.

## Aims

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 support the children to flourish, progress and achieve in an atmosphere of mutual understanding and growth.

## Expectations and Principles

The **Governing Board** is expected to:

- Act as good role models for the parent body
- Work with the headteacher to resolve issues in a timely fashion and with fairness
- Treat parents and visitors to school with respect and professionalism
- Review this policy every 4 years

The **Headteacher** is expected to:

- Act as a good role model for the parent body
- Clearly communicate this policy to parents and staff
- Treat parents and visitors to school with respect and professionalism
- Work with staff and the Governing board to resolve issues in a timely fashion and with fairness
- Review school practices and behaviors in order to maintain high standards of parent conduct
- Follow the staff code of conduct as set out in the Staff Handbook and within the Child Protection and Safeguarding policies
- Avoid social media contact with individual parents outside of school.

- Communicate via staff email in the same fashion that they would in face to face meetings

**Staff** are expected to:

- Act as good role models for the parent body
- Work with other staff, the Headteacher and the Governing board to resolve issues in a timely fashion and with fairness
- Treat parents and visitors to school with respect and professionalism
- Follow the staff code of conduct as set out in the Staff Handbook and within the Child Protection and Safeguarding policies
- Avoid social media contact with individual parents outside of school unless they have been friends previously
- Communicate via staff email in the same fashion that they would in face to face meetings

**Parents, Carers and Other Visitors** are expected to:

- Make all persons responsible for collecting their children aware of this policy.
- Follow the guidance set out in our Home-School Agreement.
- Respect the vision and values of our school.
- Work together with the school's staff in the best interests of the children.
- Treat all members of the school community with respect and 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, for example, unsafe behaviour such as riding scooters and bikes on school premises or climbing on climbing frames and play equipment.
- Approach the class teacher to help resolve any issues of concern.
- Avoid using staff as threats in order to influence children's behaviour.
- Communicate via staff email in the same fashion that they would in face to face meetings

**Behaviour that will not be tolerated:**

In order to support a peaceful and safe school environment, the school will not tolerate anyone exhibiting the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, the school 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 parent/carer 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.
- Posting defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff, at the school on social media websites. Any concerns you may have about the school must be made through the appropriate channels by speaking to the teaching staff or Senior Leadership Team, or the school office, 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 your own child on school premises.
- Approaching someone else's child in order to discuss or chastise them because of the alleged 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 (including e-cigarettes) and consumption of alcohol (unless a licence has been granted through a school social event)
- Possessing or taking drugs (including legal highs).
- Bringing dogs on to school premises (unless assistance dogs).

This list is not intended to be exhaustive.

## **The Use of Social Network Sites**

Social media websites and applications are being used increasingly in the general population, to fuel campaigns and complaints against schools, school staff, Headteachers, and in some cases other parents/pupils. The Governors at Churchfields Infants' School consider the use of social media websites being used in this way as wholly unacceptable and not in the best interests of the children or the whole school community. Any concerns that parents may have must be made through the appropriate channels by speaking to the class teacher or the Headteacher, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any pupil or parent/carer of a child/ren being educated at Churchfields Infants' School is found to be posting libellous or defamatory comments on a social network site, 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. Such comments may be considered to constitute cyber-bullying and will be dealt with as such. In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites.

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

## **The Use of WhatsApp groups**

Class WhatsApp groups, initiated by parents/carers, can be a useful tool for parents/carers to create friendships, share reminders and organise social events. We are, however, aware that WhatsApp groups are occasionally used inappropriately making some parents and school staff feel uncomfortable or offended. The WhatsApp Admin parent/carer should ensure that:

- all class parents/carers are invited into the class group and not deliberately exclude any parent.
- any parents/carers not wanting to join a group or choosing to leave for any reason should be respected.
- only class parents/carers should be in the group and it is expected that anyone leaving the class should leave the group.

Parents/carers are reminded that the WhatsApp group is not an official source of information from the school and that they should refer to the school staff or the school website for accurate information. The school never uses individual parents as “messengers” and parents are discouraged from representing themselves as such on group chats.

Parents/carers should refrain from criticising any individual (parent/carer/child/teacher) and should be respectful that there may be issues in hand that are being dealt with by the school that are not appropriate to be discussed in an open forum. Parents/carers should not comment on topics which may cause offence to other parents/ carers and be mindful that excessive criticism may result in ‘hysteria’ which is not constructive to the school or the children.

All parents/carers should be sensitive to the fact that there may be events such as birthday parties or celebrations which not all children are invited to and it may be appropriate for a smaller WhatsApp group to be set up for these events if you are not going to invite everyone in the class.

Parents and carers should respect that everyone is busy and other parents/carers may find excessive messaging stressful especially when not directly related to their class

## **Breaching the Code of Conduct**

If the school suspects that a parent has breached this Code of Conduct, the school will gather information and speak to the parent about the incident. Depending on the nature of the incident, the school may then:

- Send a warning letter to the parent.

- Invite the parent into school to meet with the Headteacher.
- Contact the appropriate authorities (in cases of suspected criminal behaviour).
- Seek advice from the local authority's legal team regarding further action (in cases of conduct that may be libellous or slanderous).
- Ban the parent from the school site.

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. The Headteacher will consult the Chair of Governors before banning a parent from the school site.

### **Monitoring arrangements**

This Parent Conduct policy will be reviewed by the Headteacher and full governing board every 4 years. An earlier review may be necessary in some circumstances. At each review, the policy will be approved by the Headteacher.

### **Links with other policies**

This Parent Conduct policy is linked to the following policies and documents

- Home-School agreement
- Safeguarding and Child Protection Policy
- Equality Policy
- Behaviour Policy
- Anti- Bullying Policy
- Staff Handbook