Parent code of conduct

Document Control			
Review period	24 Months	Next review	September 2028
Owner	CEO	Approver	ESICC

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Page/ Section	Changes to note	Reason for change *e.g., change in legislation*
Pg 3	Paragraph about effective communication	Feedback from schools
Pg 4	Addition of the following paragraph to examples of behaviour that will not be tolerated: › Sending multiple and frequent messages to school regarding the same or similar issue, placing unreasonable demands on school regarding written replies, and sending lengthy and/or AI generated letters and reports.	Feedback from schools
Pg 4	Addition of the underlined words: › Smoking, <u>including e-cigarettes and vapes,</u> or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)	Feedback from Trust Board
Pg 4	Addition of the underlined words: › Possessing, taking <u>or being under the influence</u> of drugs (including legal highs)	Feedback from Trust Board
Date of final approval:		

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1. Purpose and scope

As part of Galileo Multi Academy Trust, Ings Farm Primary School believe it's important to:

- Work in partnership with parents to support their child's learning in line with the home school agreement
- Create a safe, respectful and inclusive environment for pupils, staff and parents
- Model appropriate behaviour for our pupils at all times

Effective and respectful communication is central to partnership working, our aim is to be as available and responsive as possible and would hope that day to day information sharing between school and home is regular and helpful. To support this, school has a communications policy which explains who, and how to get in touch regarding different matters.

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. Behaviour that will not be tolerated

- Disrupting, or threatening to disrupt, school operations (including events on the school grounds and sports team matches)
- Swearing, or using offensive language
- 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
- Sending multiple and frequent messages to school regarding the same or similar issue, placing unreasonable demands on school regarding written replies, and sending lengthy and/or AI generated letters and reports.
- The electronic recording of verbal conversations, meetings etc., unless agreed in advance by all parties as a reasonable adjustment to support a disability or special need.[1]
- Use of physical punishment against your child while on school premises
- Any aggressive behaviour (including verbally or in writing) towards another child or adult
- Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention
- Smoking, including e-cigarettes and vapes, or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- Possessing, taking or being under the influence of drugs (including legal highs)
- Bringing dogs onto the school premises (other than guide dogs)

4. Breaching the code of conduct

If the school suspects, or becomes aware, that a parent has breached the code of conduct, the school will gather information from those involved 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 a senior member of staff or the headteacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- Seek advice from the trust'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.

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[1] An impartial minute taker will be made available on request, where appropriate, to record meetings. Minutes will be available for the approval of all parties as a record of the meeting.'