



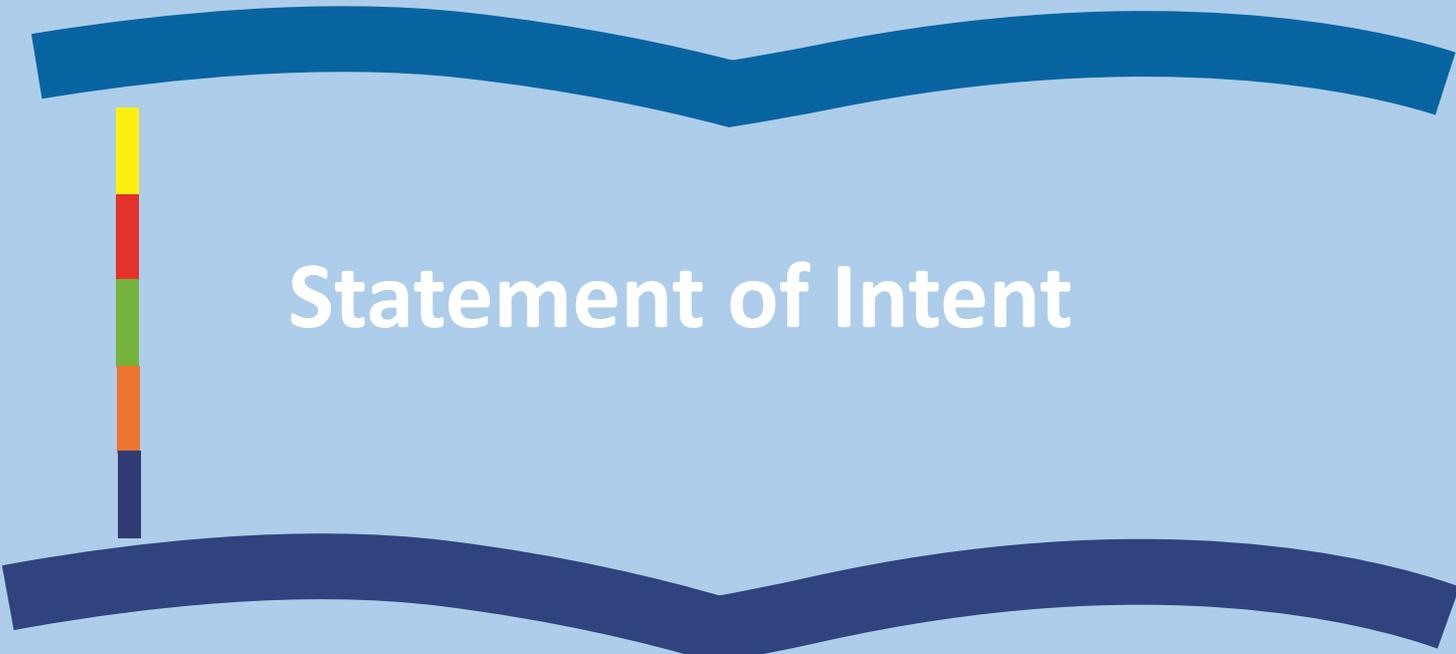
# Code of Conduct

## Guidance for Parents



**2017/2018**

**Tibshelf Community School**



# Statement of Intent

At Tibshelf Community School we strive to build a strong relationship with parents in order to help create a stimulating learning environment which continues from school to home, providing all pupils with the opportunity to achieve to the best of their ability.

In order to create a welcoming and safe learning environment, the school implements a specifically designed set of rules regarding behaviour and conduct which parents and visitors are expected to act in accordance with.

All staff members have the right to work without fear of violence or abuse; therefore, physical attacks, threatening behaviour and abusive or insulting language towards staff members, governors, visitors, pupils or other parents may result in individuals being removed from the premises.

This document outlines the manner in which parents are expected to act whilst on school premises, as well as detailing the type of behaviour which will not be tolerated.



# Legal Framework

This document has due regard to statutory legislation, including, but not limited to the following:

- The Education Act 2011
- The Education Act 1996
- The Children Act 2004

This document also has due regard to statutory guidance, including, but not limited to, the following:

- DfE (2016) 'Keeping children safe in education'



# Related School Policies

This Parent Code of Conduct has due regard to the following school policies and procedures:

- Health and Safety Policy
- Complaints Procedures Policy
- Allegations of Abuse Against Staff Policy
- Equal Opportunities Policy
- Online Safety Policy
- School Security Policy
- Child Protection and Safeguarding Policy

# Appearance and Dress

The school expects that parents will:

- Dress in an appropriate manner when on the school premises and attending school events.
- Remember that they are role models for pupils, and that their dress and appearance should reflect this, ensuring that they present themselves in a smart fashion.
- Dress in an appropriate manner, so as not to cause embarrassment to pupils, staff members or other parents, such as wearing revealing clothing.

Tibshelf Community School understands that factors such as the stress and pressure of family life can, on occasion, lead to a rushed or untidy appearance. If concerns are raised in relation to a parent's appearance, the school will take personal factors into consideration on a case-by-case basis.



# Expected Behaviour



Parents will be aware of school policies, and know that copies of these are available on the school website or on request from a Pastoral Manager, ensuring that they act in accordance with school procedures at all times whilst on the school premises.

Parents will treat staff members, pupils, other parents and external agencies with dignity and respect.

Concerns regarding another parent's behaviour or conduct will be raised directly with the pupil's Director of Key Stage or the Headteacher.

Tibshelf Community School expects parents to:

- Support the ethos of the school by setting a good example in their speech and behaviour towards all pupils, staff members and other adults.
- Work with staff members to resolve any issues of concern, including clarifying specific events in order to bring about a positive solution.
- Correct their child's behaviour appropriately, particularly on the school grounds where it could otherwise lead to conflict, or aggressive or unsafe behaviour.
- Respect the school environment by keeping it clean and tidy.
- Follow parking rules, as well as rules for dropping-off or collecting pupils from school.



# Inappropriate Behaviour



The school takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances which may make pupils or members of staff feel threatened. A perceived threat, or any action which makes another individual feel threatened, can be sufficient to bar parents from the premises.

The use of foul and abusive language will not be tolerated on the school premises.

Parents will not discriminate against any individual, whether a staff member, pupil or another adult, on the basis of their age, race, ethnicity, religion, cultural belief, attainment, disability, gender or background.

Bullying, harassment or intimidation, including physical, sexual and verbal abuse, will not be tolerated under any circumstances.

Parents will not confront other parents, or children, regarding their conduct.

The school holds the right to escort anyone off the premises who is displaying aggressive or disruptive behaviour.

Under section 547 of the Education Act 1996, it is an offence for any person to cause a nuisance or disturbance on school premises, and that the police may be contacted to assist in the removal of individuals from the premises, where necessary.

The persistent occurrence of unacceptable behaviour can result in individuals being permanently banned from the premises.

The sending of abusive or threatening written messages will be treated in the same way as any other abusive or threatening behaviour.



# Smoking, Alcohol & Other Substances



Parents will not smoke on the school premises.

Parents will not smoke whilst working with or supervising pupils off-site, such as when on educational visits or during school events.

The taking of illegal drugs whilst on the school premises is unacceptable and will not be tolerated.

Only alcohol which has been supplied by the school can be consumed on the premises.

If the school believes that a parent's alcohol or drug usage is impacting on the safety and wellbeing of a child, the school has a duty to raise a child protection concern and take appropriate action in accordance with the school's Child Protection and Safeguarding Policy, including referral to Children's Services.

# Use of Social Media

Parents are expected to act in accordance with the school's Online Safety Policy when discussing the school on social networking sites, such as Facebook, Twitter and Instagram.

Parents must not attempt to befriend or otherwise contact members of staff or pupils through social media. Where contact has been attempted, this will be reported to the Headteacher.

Parents must not post content which is damaging to the school or any members of the school community. In the event of defamation, the school will take legal action.

All parents are encouraged to use social media responsibly in order to set a positive example for pupils.

Cyber bullying of any kind will not be tolerated and will be dealt with as a serious incident.

Parents will not post on social media anonymously or under an alias in order to evade the guidance given in this policy.

Any cases of social media use that breach the guidelines of this policy will be reported to the Headteacher immediately.

The Headteacher will report offending individuals using the appropriate 'report abuse' section on the specific social media site, and will arrange a meeting with the individuals concerned to discuss their use of social media.

The individual will be advised to remove any posts or comments that are harmful, immediately.

The Headteacher may contact the police for legal action where necessary.



# Managing Inappropriate Conduct



In the instance of inappropriate behaviour, the school will follow a number of procedures, depending on the severity of the situation:

- In the first instance, the parent who is creating a nuisance or disturbance will be asked to leave the premises or will be invited into a separate room to calm down.
- If a parent has been previously barred from the premises, or has exceeded their implied access to the premises and is causing a disturbance, the school will contact the police in order for the individual to be removed from the premises.
- The school will also contact the police in the event of any serious violence and assault, and in the event of any actual harm caused to an individual.
- Instances of inappropriate behaviour will be recorded in writing by all members of staff involved using an Incident Reporting Form and will be given to the Headteacher.
- The Headteacher will invite the individual to attend a meeting in which to discuss their inappropriate behaviour and explain that further disturbance may result in the individual being barred from the premises.
- If the disturbance continues after meeting with the Headteacher, or where there is a one-off extreme case of violence, the school has the power to bar the individual from entering the school property for a limited time, subject to review.



# Monitoring and Review



This Code of Conduct will be reviewed on an annual basis by the Headteacher and any changes made will be communicated to all parents and staff at the school.

All adults will be provided with access to an electronic copy of this and will be required to familiarise themselves with the procedures and guidelines outlined.