

INCLUSIVE | MULTI ACADEMY TRUST

CODE OF CONDUCT FOR PARENTS AND CARERS

DOCUMENT DETAIL

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| Approving Body | Executive Leadership |
| Author | Sharon Carlyon |
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For the purpose of this policy, the term school and schools refer to schools that are part of the Inclusive Multi Academy Trust

Statement of Intent

Within the Inclusive Multi Academy School, we strive to build a strong relationship with parents and carers to help create a stimulating learning environment that continues from school to home, providing all pupils with the opportunity to achieve to the best of their ability.

To create a welcoming and safe learning environment, the school implements a specifically designed set of rules regarding behaviour and conduct which parents and carers 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 and carers may result in individuals being removed from the premises.

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

Legal framework

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

- Education Act 2011
- Education Act 1996
- Children Act 2004
- DfE (2023) 'Keeping children Safe in Education 2023'
- DfE (2018) 'Controlling access to School premises'

This document operates in conjunction with the following School policies:

- Complaints Policy
- Online Safety Policy
- Social Media Policy
- Child Protection and Safeguarding Policy
- Managing Aggressive Adults Policy

Expectations

Our Trust expects parents and carers to:

- Act in accordance with this code of conduct at all times.
- Support and reflect the school's ethos and values through their behaviour.
- Set a good example to pupils through their behaviour and the way they interact with staff, pupils and other adults.
- Work together with staff members for the benefit of their child and to resolve any issues of concern.
- Treat all governors, staff members, pupils, other parents and carers and any members of the Trust community with dignity and respect. There should be no physical abuse, rude or aggressive behaviour, bad language, racism or sexism directed towards another parent, carer, pupil or member of staff.
- No parent or carer should enter the school premises under the influence of drink or drugs.
- No parent or carer should enter the school premises with a dog apart from guide and other assistance dogs.
- Where appropriate, clarify their child's version of events with the school to bring about a peaceful solution to any issue.

- 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's property and environment by keeping it clean and tidy.
- Follow the school's parking rules and procedures for dropping-off and collecting pupils from school.
- Dress in an appropriate manner when on the school premises and attending school events, and ensure their dress and appearance reflects that they are role models for pupils.
- Complaints made by parents and carers should go through the correct channels. If a parent or carer has a concern or an issue about another parent, carer or child in the school, they must not approach them directly but report their problem to the School Office. Any personal matters that are not to do with school should be dealt with off school premises.
- Parents and carers are required to act in accordance with all relevant school policies and procedures at all times. Parents and carers can request copies of all relevant policies and procedures from the School Office.

Drop of and Collection

Keeping our children, staff, parents and community safe is the ultimate priority at drop off and pick up time. We appreciate that this is a stressful and logistically challenging time but your cooperation in following these guidelines is vital for creating a safe and orderly environment for our school community.

1. Please use designated drop-off and pick-up areas marked by road signs. Stopping, waiting, or parking in prohibited areas is not permitted.
2. Respect our neighbours by avoiding blocking residential driveways, even for short periods.
3. Drive with caution and consideration for residents, ensuring a calm and peaceful environment.
4. When your vehicle is stationary, turn off the engine to reduce air pollution and protect our children's health.
5. Ensure your child wears a seatbelt at all times during drop-off and pick-up. Assist them in safely exiting the vehicle and crossing the road with care.
6. During severe weather conditions, exercise extra caution and drive accordingly.
7. Promptly collect your child at the designated time. If you anticipate a delay, please make arrangements for an authorised adult to pick up your child or notify the school as soon as possible.

Inappropriate behaviour

The Trust takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances that may make pupils, staff members and other members of the school community feel threatened.

Parental behaviour that the school does not tolerate includes, but is not limited to, the following:

- Using foul, abusive or offensive language
- Raising voices inappropriately at another individual
- Making racist or sexual comments
- Using aggressive hand gestures, e.g. raising fists and fingers
- Discriminating against any member of the school community, including pupils, staff, governors and other parents and carers

- Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online
- Sending abusive, aggressive or threatening messages, emails or other communications to any member of the school community
- Trespassing on school property without prior permission or implied licence
- Causing intentional damage to school property
- Breaching the school's security procedures
- Using physical violence on the school premises or on a member of the school community, e.g. hitting, slapping, punching, kicking and pushing
- Physically intimidating an individual
- Partaking in unnecessary physical contact with an individual
- Writing or posting abusive, offensive or defamatory comments about an individual or the school, including on social media
- Psychologically harassing any member of the school community, including displaying vexatious behaviour which is humiliating for the individual and is damaging to their self-esteem
- Displaying disruptive or other inappropriate behaviour which interferes or threatens to interfere with any of the school's operations or activities
- Approaching another parent or pupil to discuss or reprimand them because of an issue between pupils
- Threatening any member of the school community in any way
- Arriving on the school premises partially clothed
- Smoking on the school premises
- Taking illegal or harmful drugs while on the school premises
- Drinking alcohol on the school premises, unless it has been authorised and supplied by the School
- Taking photographs or videos on the school premises without permission from the School
- Driving unsafely within the vicinity of the school
- Bringing a weapon or perceived weapon onto the school site

Managing inappropriate behaviour

The Trust takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances which may make our pupils or members of staff feel threatened. A perceived threat, or any action which makes another individual feel threatened, can be enough to bar the adult from the premises. If a parent is behaving inappropriately, a report will be made to the headteacher or the most senior member of staff available in their absence, who will decide on the most appropriate course of action using our Managing Aggressive Adults policy. This action, depending on the situation, could result in the school calling the police or the parent/carer barred from the premises.

Smoking, Alcohol and Other Substances

- Parents and carers will not smoke/vape on the school premises.
- Parents and carers will not smoke/vape whilst working with or supervising pupils off-site, such as when on educational visits or during school events.
- Bringing illegal substances or alcohol onto school premises is not permitted unless expressly requested by the school (e.g bring a bottle for the tombola).
- The taking of illegal drugs whilst on the school premises is unacceptable and will not be tolerated.
- Only alcohol which has been purchased from the school during a school event can be consumed on the premises.
- If the school believes that a parents and carers 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 Trust's Child Protection and Safeguarding Policy, including referral to Children's Services.

Use Of Social Media and Online Messaging

- Parents and carers and carers and carers are expected to act in accordance with the Trust's Social Media Policy when discussing the school on social networking sites, such as Facebook, Twitter, Instagram and messaging apps such as WhatsApp.
- We ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, staff, parents and carers or children. **'Think before you post!'**
- Parents and carers 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 and carers must not post content which is damaging to the school or any members of the community. In the event of defamation, the school will take legal action.
- All parents and carers are encouraged to use social media responsibly in order to set a positive example.
- Cyber bullying of any kind will not be tolerated and will be dealt with as a serious incident.
- Parents and carers will not post on social media anonymously or under an alias in order to evade the guidance given in this policy.
- Should any problems arise from contact over social media or messaging apps, the school will act quickly by contacting parents and carers and carers directly, to stop any issues continuing.
- The headteacher can, with the permission of the parent, view messages sent between members of the parental body in order to deal with problems quickly and effectively
- The headteacher can request that 'group chats' are closed down should any problems continue between parents and carers or parental bodies.
- 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.

Monitoring and review

This document will be reviewed on an tri annual basis by the Trust and any changes made will be communicated to all parents and carers and staff at the school.

Parent/Carer Code of Conduct Agreement

This document will be distributed to new parents and carers with the Parent Code of Conduct to confirm that they have read and understood the terms of the document.

I _____ (name), parent/carers of _____ (name of child), declare that I have received, read and understood the terms and conditions of this Code of Conduct.

I understand my obligations under this code of conduct and agree to comply fully with them. I will ensure that my conduct does not breach this code in any way, including not:

- Being abusive or threatening to any member of the school community.
- Dressing in an inappropriate manner.
- Behaving inappropriately or aggressively in any way.
- Being discriminatory towards any member of the school community.
- Trespassing on the School property.
- Smoking, drinking alcohol or taking any illegal or harmful substances on the school premises.
- Sending inappropriate, abusive or aggressive messages to School staff.
- Requesting to 'follow' or 'friend' school staff on social media.

Please return this slip to the school office within 14 days of the pupil starting school.

Signed: _____

Date: _____