

# BURLINGTON JUNIOR, INFANT AND NURSERY SCHOOLS

**POLICY TITLE: Parents and Visitors Code of Conduct**

**Persons with Responsibility:** Su Yay-Walker and Pip Utting

**Key Legislation:**

**Documents consulted:** Managing Unacceptable Behaviour on School Premises Policy  
Parents and Visitors Code of Conduct (The Key)

**Policy History:**

Issue No.	Date	Author	Summary of Changes	Next Review Date
1	Feb 2022	SYW		Spring 2025

Approved by Governors at a meeting on : \_\_\_\_\_

Please refer to signed minutes of this meeting

## Equality Statement

We have carefully considered and analysed the impact of this policy on equality and the possible implications for our stakeholders with protected characteristics, as part of our commitment to meet the Public Sector Equality Duty (PSED) requirement to have due regard to the need to eliminate discrimination, advance equality of opportunity and foster good relations in our community.

## 1. Purpose and scope

At Burlington Junior, Infant and Nursery Schools, we believe it is 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 and visitors 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, carers and visitors

We expect parents, carers and other visitors to:

- Respect the ethos, vision and values of our schools
- Respect and adhere to the schools site safety rules including:
  - Not taking photographs/recording children unless given explicit permission, at significant events such as at a Christmas production
  - No scooting anywhere around the school site
  - Disposing of litter using bins provided
  - No climbing on school playground equipment before and after school
  - Not smoking or vaping anywhere on the school site at anytime
  - Not bringing any animals on to the school site, unless there is explicit permission
- 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 language and behaviour
- Seek a peaceful solution to all issues
- Correct and manage 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, shouting at or using a raised voice 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
- Use of physical punishment against your child
- Any aggressive behaviour (including verbally or in writing) towards another child or adult on school premises
- Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention
- Smoking or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- Possessing or taking drugs (including legal highs)
- Bringing dogs or other animals onto the school premises (other than guide dogs) without explicit permission

### **4. Breaching the code of conduct**

If the school suspects, or becomes aware, that a parent has breached the code of conduct, the schools will gather information from those involved and speak to the parent about the incident.

Depending on the nature of the incident, the schools may then:

- Send a warning letter to the parent
- Invite the parent in to 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 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 schools 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 inform the governors if a decision is made to ban a parent from the school site.