



Hayesdown First School

Parental Code of Conduct Policy

Review Due:	November 2026
Last Review	November 2023
Applicable to:	Hayesdown First School
Reviewed By:	Charlotte Fletcher – Chair of Governors
Approved By:	LGB

Introduction

We are very fortunate to have a supportive and friendly parent body at Hayesdown First School. Our parents recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents/carers will understand the importance of a good working relationship 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.

Purpose and Scope

The purpose of this policy is to provide a framework for all parents, carers and visitors to our school about the expected conduct. This is so we can continue to strive for excellence together in an atmosphere of mutual understanding.

Guidance

We expect parents, carers and visitors to behave in a reasonable, respectful and courteous manner when on the school site by:

- Respecting the caring ethos and values of our school
- Understanding that both teachers and parents need to work together for the benefit of their children
- Demonstrating that all members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seeking to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue

- Correcting their own child's behavior especially in public where it could otherwise lead to conflict, aggressive or unsafe behavior
- Approaching the school to help resolve any issues of concern
- Avoiding using staff as threats to admonish children's behavior

In order to ensure that our school is a welcoming, safe, secure place for children to learn and adults to work, the school cannot tolerate parents, carers and visitors exhibiting the following:

- Disruptive behavior which interferes or threatens to interfere with the operation of a classroom, employee's office, office area or any other area of the school grounds
- Using loud or offensive language, swearing, cursing, using profane language or displaying temper
- The use of physical aggression towards a child or another adult
- Threatening, intimidating or discriminatory behaviour towards a child or adult whether or not the behavior constitutes a criminal offence
- Damaging or destroying school property
- Abusive or threatening e-mails, text/voicemail/phone messages or other written communication
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff on social media sites. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, headteacher or Chair of Governors so they can be dealt with fairly, appropriately and effectively for all concerned
- Approaching someone else's child in order to discuss or chastise them because of the 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/vaping and consumption of or being under the influence of alcohol or drugs on the school site
- Bringing dogs on to the school premises (with the exception of dogs that are specially trained to provide assistance, for example for blind/visually impaired people)

Should any of the above behaviour occur on the school premises the school may in the first instance insist that the offending adult leave the premises immediately. The school may also feel it is necessary to contact the appropriate authorities, take appropriate action and even ban the offending adult from entering the school grounds.

We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continued support of the school.

Appendix 1: Model letters

Warning Letter 1: Headteacher

Dear Parent

Behaviour on School Site

I have received a report about your conduct on the school site on (enter date and time).

[Add summary of the incident and of its effect on staff, students, other parents.]

This behaviour has upset a number of staff and the pupils who were present.

Such behaviour is unacceptable and contrary to the aims of the school. We believe staff, parents and children are entitled to a safe and protective environment in which to work. The School will not tolerate behaviour that causes harassment, alarm or distress and will act to defend its staff and pupils.

I would be grateful if you could contact me by telephone or in person by _____ in order to discuss the allegations. I shall then consider what further action may be necessary.

It is my duty to inform you that should the school staff have any further concerns about your behaviour formal procedures will be followed, including the possibility of imposing a ban on your entry to the school premises.

Yours sincerely

Headteacher

Warning letter 2: Governors

Dear Parent

Behaviour on School Site

I have received a report about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, students, other parents.]

We believe staff, parents and children are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school. I must inform you that the School and the Trust will not tolerate conduct of this nature on its premises and will act to defend its staff and students.

The Headteacher has already contacted you on _____. I would now ask you could contact me by telephone or in writing by _____ in order to answer these allegations. I shall then consider what further action may be necessary including the possibility of imposing a ban on your entry to the school premises.

Should the Governors have any further concerns about your behaviour you will be asked not to enter the premises and you could be prosecuted under Section 547 of the Education Act 1996.

Yours sincerely

Chair of Governors

BANNING LETTER

The following is an example of a letter to a parent imposing a ban after the warning letter has been issued and subject to any response from the parent.

To (the parent)

Further to my earlier letter of _____, which warned you that you may be banned from the site, I have considered your responses to the allegations and have decided that they are insufficient. I am therefore banning you from the premises with immediate effect.

This will be reviewed on _____ (it is recommended to limit a ban to no more than 1 term in the first instance)

A breach of this ban may result in an offence being committed under Section 547 of the Education Act 1996 and an action taken under that section to remove you from the premises or in an application being made to the court for an injunction.

Yours sincerely

Chair of Governors