



BARTON PARK
PRIMARY SCHOOL

Together, we grow

Parent, Carer and Visitor Code of Conduct and Behaviour on School Premises Policy

Draft for approval by Governors

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Aims and Purpose of the Policy

Day to day access to a school is within the control of the Head Teacher. Parents, carers and visitors are granted 'limited licence' to visit the grounds and buildings of the school. The continued success of our school community is based on a commitment to ensuring the best possible outcomes for all our children. This policy outlines the terms under which this limited licence would be revoked, and a parent banned from the school premises, as well as the steps that should be taken by both sides to avoid this outcome.

Ethos and Values of our School

The ethos of Barton Park Primary School encourages close links with parents and the community. The staff and governors believe that pupils benefit when the relationship between home and school is a positive one and we endeavour to foster positive relationships which are based on trust and mutual respect.

At Barton Park Primary School we are committed to:

- Listening to parents carefully and respectfully, including allocating an appropriate length of time for pre-arranged meetings
- Responding appropriately to concerns raised
- Outlining any actions that may be required .
- Updating parents and carers on progress and outcomes of the concern
- Listening and responding to updates from parents and carers

At Barton Park Primary School we expect parents and carers to:

- Communicate their concern respectfully and accurately via members of staff, not to parents
- Listen to and consider the responses from the school
- Work in partnership with the school in order to reach a resolution, including supporting the Barton Park Primary School Behaviour Policy
- Allow time for the school to respond to concerns (3 – 5 working days)
- Acknowledge past support and intervention made by the school

Home School Agreement

At the beginning of each academic year, Parents and carers are asked to sign the Home School Agreement which sets out expectations of conduct for pupils, parents and carers and staff at the school. Parents and carers are asked to abide by this agreement at all times.

Values

Our school values are to be upheld by all members of the school community, including parents:-

- Equality
- Respect

- Kindness
- Perseverance
- Curiosity
- Independence

The governing body expects and requires its members of staff to behave professionally when addressing concerns and/or complaints and attempt to defuse the situation where possible, seeking the involvement as appropriate of other colleagues. However, all members of staff have the right to work without fear of violence and abuse, and the right, in an extreme case, of appropriate self-defence. Equally, parents and carers have the right to feel safe on our school premises. We expect parents and other visitors to behave in a reasonable way towards members of school staff, and other parents. This policy outlines the steps that will be taken where behaviour is unacceptable.

Unacceptable Behaviours

Types of behaviour that are considered serious and unacceptable and will not be tolerated:

- shouting at members of the school staff, parents or children either in person or over the telephone;
- physically intimidating a member of staff, parent or child eg standing very close to her/him; the use of aggressive hand gestures;
- threatening or intimidating behaviour;
- shaking or holding a fist towards another person;
- swearing;
- using abusive/ offensive language
- pushing;
- hitting, e.g. slapping, punching and kicking;
- spitting;
- Disrespectful comments relating to any of the 9 protected characteristics (2010 Equality Act): age; disability; race; religion or belief; sex (gender); gender reassignment; sexual orientation; marriage and civil partnership; pregnancy and maternity.
- breaching the school's security procedures
- Parents and carers should not make allegations against staff or the school or bring the school into disrepute on social media sites. A failure to keep to the above standards is likely to limit the school's ability to respond effectively to concerns.
- Parents and carers are not permitted to discipline a child who is not their own. They must seek support from a member of staff.
 - Parents or carers who take matters into their own hands may be subject to safeguarding action being taken against them by the school or by the parent(s) of the child involved.

This is not an exhaustive list but seeks to provide illustrations of such behaviour. In extreme cases, unacceptable behaviour may result in the local authority and the police being informed of the incident.

Warning Procedure to be followed:

Verbal Warning

If a parent/carer or visitor behaves in an unacceptable way towards a member of the school community, the Headteacher will seek to resolve the situation through discussion and mediation via a private meeting. It will be put to them that such behaviour is unacceptable and an assurance will be sought that such an incident will not be repeated. It will be stressed that repetition of such an incident will result in further more serious action being taken.

If the headteacher has been subject to abuse this will be done by the Chair of Governors (or another appointed governor). If any such incident occurs near to or within school holidays, weekends or out of reasonable hours, the Chair of Governors (or another appointed governor) will write to the person or persons highlighting the incident and any relevant particulars.

If the unacceptable behaviour continues during the meeting, the Headteacher or Chair of Governors will terminate the meeting and ask the visitor to leave the premises.

Written Warning

If a second incident occurs involving the same person or persons, the headteacher or Chair of Governors will write to the adult(s) informing them once again that this conduct is unacceptable; the letter will make it clear what behaviour has been deemed unacceptable and that further occurrences of this, or any other unacceptable behaviour, will result in an exclusion from the school premises.

NB: Any incidents of violent conduct would immediately proceed to step 3 or 4: exclusion from school premises or removal by the police. At any stage, the school may report serious incidents of abusive and threatening behaviour to the Local Authority. The school has a statutory responsibility to report any racist or discriminatory incidents to the Local Authority (See Equality Policy). Any act of actual or threatened violence will be referred to the police immediately.

Exclusion from School Premises

If such an incident reoccurs, or if an initial incident is considered serious enough, the Chair of Governors (or other appointed governor) will enforce a ban from school premises. If necessary, the school's complaints procedures should be followed. Where all procedures have been exhausted, and aggression or intimidation continue, or where there is an extreme act of violence, a parent or carer may be banned by the Headteacher or Chair of Governors

from the school premises for a period of time, subject to review as defined in section 547 of the Education Act (1996)

Removal by the Police

If, following a decision to exclude a person from the school premises, that person persists in entering school premises, they may be removed by the police as a trespasser under Section 547 of the Education Act 1996 and charged with an offence under the Public Order Act 1986. All parents, even if excluded from school premises, are not excluded from the rights to access to school and have a right to seek an appointment to speak to school staff about their child's educational progress

Conclusion

If a parent/carer/visitor is intimidating, threatening or aggressive towards any member of the school community any interaction will be terminated immediately and the person will be instructed to leave the premises.

Further action may be taken by the school.

The local authority itself may take action where behaviour is unacceptable or there are serious breaches of our home-school code of conduct or health and safety legislation.

In implementing this policy, the school will, as appropriate, seek advice from the Local Education, to ensure fairness and consistency.