

Parent, Carers and Visitors Code of Conduct

North Ridge High School



Approved by: **S.Johnson**

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1. Purpose and scope

At North Ridge High School, we believe it's 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 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 and carers

We expect parents, carers and other visitors to:

- › Respect the ethos, vision and values of our school
- › 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 speech and behaviour
- › Seek a peaceful solution to all issues
- › Correct 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, or shouting 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 while on school premises
- › Any aggressive behaviour (including verbally or in writing) towards another child or adult
- › 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
- › Possessing or taking drugs (including legal highs)

- Bringing dogs onto the school premises (other than guide dogs)

4. Breaching the code of conduct

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

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

- Send a warning letter to the parent
- Invite the parent into 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 school 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 consult the chair of governors before banning a parent from the school site.

5. Order of steps to be taken if an incident occurs:

➤ STEP 1: VERBAL WARNING

The head teacher (or member of SLT) will speak to the person or persons perpetrating such an incident, privately. 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. If staff experience abusive or threatening telephone calls they will cease the conversation immediately. If staff experience abusive or threatening behaviour from families when collecting or dropping pupils off at their homes they will leave the home immediately with the child in the care of their family.

It will be stressed on these occasions that repetition of such an incident will result in further more serious action being taken. If the head teacher has been subject to abuse this will be done by the Chair of Governors (or another appointed governor).

➤ STEP 2: WRITTEN WARNING

If a second incident occurs involving the same person or persons, the head teacher will write to the adult(s) informing them once again that this conduct is unacceptable. As for Step 1, if the head teacher has been subject to abuse this will be done by the Chair or Governors or other appointed governor. NB: Any incidents of violent conduct would immediately proceed to step 5. Any act of actual or threatened violence will be referred to the police immediately.

➤ STEP 3: FINAL WRITTEN WARNING

If a third incident occurs involving the same person or persons, the Head Teacher, Chair of Governors or other appointed independent governor, will write to the adult(s) giving a final warning that this abusive and threatening behaviour is unacceptable, and that a repetition of this conduct will leave the governors no option but to take further action.

➤ STEP 4: EXCLUSION FROM SCHOOL PREMISES

If such an incident recurs or if an initial incident is considered serious enough, the Chair of Governors (or other appointed governor) would enforce an exclusion from school premises.

➤ STEP 5: REMOVAL BY 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.