

# Parent Code of Conduct

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## **Statement of intent**

To create a welcoming and safe learning environment for all members working at The King's.

The Academy implements a specifically designed set of rules regarding behaviour and conduct which parents 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 may result in individuals being removed from the premises.

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

## **1. Expectations**

### **1.1. Our Academy expects parents to:**

- Act in accordance with this code of conduct at all times.
- Support and reflect the academy'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 for the benefit of their child.
- Treat all governors, staff members, pupils, other parents and any other individuals connected to the Academy with dignity and respect.
- Work with staff members to resolve any issues of concern.
- To always seek clarity on their child's version of events before attempting to draw conclusions in order to work with the academy to bring about peaceful solutions to any and all situations.
- Correct their child's behaviour appropriately, particularly on the academy grounds where it could otherwise lead to conflict or aggressive or unsafe behaviour.
- Respect the Academy's property and environment by keeping it clean and tidy.
- Follow the Academy's parking rules and procedures for dropping-off and collecting pupils from academy.
- Dress in an appropriate manner when on the academy premises and attending academy events. Parents may not drop-off or collect pupils wearing nightwear.
- Ensure their dress and appearance reflects that they are role models for pupils.

### **Academy policies and procedures**

### **1.2. When meeting with a member of academy staff the Academy expects parents/ carers to:**

- Attend on time
- Act in accordance with the relevant expectations set out in 2.1 and in particular ensure that they role model the very best behaviours for the way in which adults interact with others – beginning with trust and openness, and communicating in a calm, dignified and respectful manner
- Act in accordance with the relevant expectations set out in 3.1 and 3.2
- Respect and accept that it is for the academy to decide whether a pupil is present, either in full or part, for any given meeting
- Ensure that they are clear on the actions agreed, on their part and on the part of the academy, before leaving the meeting

- The Academy reserves the right to terminate any meeting where parents/ carers are failing to adhere to the relevant expectations set out above
- 1.3. Parents are required to act in accordance with all relevant academy policies and procedures at all times.
- 1.4. Parents can access copies of all relevant policies through the academy website.

## **2. Inappropriate behaviour**

- 2.1. The Academy takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances that may make pupils, staff members and other members of the academy community feel threatened.
- 2.2. Parental behaviour that the Academy does not tolerate includes 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 academy community, including pupils, staff, governors and other parents
  - Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online
  - Inflammatory behaviour with their child against the academy such that it is likely to lead to behaviour management issues when their child is on the academy premises, especially where their child's behaviour is directed towards specific members of staff
  - Sending abusive or threatening messages, emails or other communications to any member of the academy community
  - Trespassing on academy property without prior permission or implied licence
  - Causing intentional damage to academy property
  - Breaching the academy's security procedures
  - Using physical violence on the academy premises or on a member of the academy 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 academy, including on social media
  - Verbally abusing members of the academy community to external partner agencies by phone, email or other forms of communication

- Causing intentional distress or intimidation to members of the academy community by communicating to academy, external partner agencies or social media inaccurate and misleading information
- Posting content on social media that is damaging to the Academy's reputation
- Sending staff aggressive emails or other communications
- Psychologically harassing any member of the Academy 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 academy'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 Academy community in any way
- Arriving on the Academy premises partially clothed
- Smoking on the Academy premises
- Taking illegal or harmful drugs while on the Academy premises
- Drinking alcohol on the Academy premises, unless it has been authorised and supplied by the Academy
- Taking photographs, videos or sound recordings is prohibited on the academy premises
- Driving unsafely within the vicinity of the Academy

### **3. Managing inappropriate behaviour**

- 3.1. If a parent is behaving inappropriately, a report will be made to the Principal, or the most senior member of staff available in their absence, who will decide on the most appropriate course of action.
- 3.2. Parents will raise concerns regarding another parent's behaviour or conduct directly with their child's Head of Year, Chapter leader or a senior teacher and will not approach the parent themselves.
- 3.3. Instances of parents displaying inappropriate behaviour will be managed in a variety of ways, depending on the severity of the situation.
- 3.4. When a parent has behaved inappropriately, they will typically, in the first instance, be sent a warning letter from the Principal advising them that their conduct is not acceptable
- 3.5. Where this initial letter is not sufficient to resolve the issue, the Principal, in collaboration with other staff and relevant agencies, will consider what further action may be required. This action, depending on the situation, could include the following:

- Restricting the parent's channels of communication to the Academy, e.g. no longer allowing the parent to send emails to a staff member directly
- Restricting all the parent's phone calls to go via the Principal's office or designated member of staff
- Barring the parent from the Academy premises
- Contacting the police
- Reporting content the parent has posted online to the website's administration
- Referring the case to children's social care, where the behaviour indicates that the parent poses a risk to children. Any child protection and safeguarding concerns will be addressed in accordance with the Academy's Child Protection and Safeguarding Policy.

#### **4. Barring from the Academy premises**

- 4.1. The Academy has the right to bar a parent from the premises to keep the Academy community safe.
- 4.2. Behaviour that could result in a parent being asked to leave the premises includes aggressive, abusive or insulting behaviour or language that is a risk to staff or pupils, or behaviour that is making staff or pupils feel threatened.
- 4.3. If a parent persistently or consistently behaves inappropriately on the Academy site, or there is a one-off incident the Principal deems to be inappropriate behaviour, the academy reserves the right to bar this individual from the academy site.
- 4.4. The Principal will send a letter to the parent, informing them of why they have been barred from the Academy premises and requesting that they arrange a meeting with the Principal to re-establish acceptable ways of working with the Academy
- 4.5. Until the parent takes up the offer of a meeting with the Principal they remain barred from the Academy premises



The King's

CHURCH OF ENGLAND  
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## Appendix 1

# Parent Code of Conduct Agreement

I \_\_\_\_\_ (name), parent of \_\_\_\_\_ (name of child), declare that I have received, read and understood the terms and conditions of this code of conduct.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_