



## Code of Conduct for Parents, Carers and Visitors

**This code applies to all parents and carers of children who come to Cherry Tree Primary School and any visitors. It has been recently reviewed by current parents of the school and by the Local Governing Body.**

The purpose of this code of conduct is to provide the expectations around the conduct of all parents, carers and visitors connected to our school.

We pride ourselves in being an approachable and friendly school. We are committed to resolving difficulties in a constructive manner, through an open and positive dialogue. Where issues arise or misconceptions take place, please contact your child's teacher, the Assistant Headteacher or the Headteacher, who will be available to meet with you, go through the issue and work towards resolving it. If you feel issues have not been dealt with satisfactorily, or where issues remain unresolved, please follow the school's Complaints Procedure. This is available on the school website or a copy can be requested from the school office.

This code sets out what parents should aim to do, and the conduct that will not be tolerated. The code of conduct also sets out the actions the school can take should this code be ignored or where breaches occur. We ask that parents and carers ensure they make all persons responsible for collecting their children aware of this policy.

We expect our school community to respect our school ethos, keep our school tidy, set a good example of their own behaviour both on school premises and when accompanying classes on school visits. Parents should not be on their mobile phone when greeting their children from the classroom.

In addition we also expect our parents, carers and visitors to keep our children safe by adhering to the school's request to park safely outside the school gates during morning and afternoon collections, and when attending school open evenings or Friends of Cherry Tree functions.

### **Behaviour that will not be tolerated:**

- Disruptive behaviour which (interferes or) threatens to interfere with normal operations within the school grounds (any of the schools normal operation or activities anywhere on the school premises).
- Inappropriate behaviour on the school premises.
- Using loud or offensive language including displaying temper.
- Threatening or intimidating a member of staff, a governor, visitor, fellow parent/carer or child in any way.
- Damaging or destroying school property.
- Sending abusive or threatening emails or text/voicemail/phone messages or other written communications (including social media) to anyone within the school community.



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- Making defamatory, offensive or derogatory comments regarding the school or any of the pupils, parents, staff, governors on Facebook or other social media forums (sites)
- The use of physical, verbal or written aggression towards another adult or child. This includes physical punishment of your own child on school premises.
- 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, taking illegal drugs or the consumption of alcohol on school premises. (Alcohol may only be consumed during authorised events)
- Bringing dogs on to the school premises (other than guide dogs).

### Taking Photographs

No one should take photos with phones or other devices whilst on or immediately outside school premises without permission from the school. If, during school events, permission to take photos/videos has been given by a member of staff, they must be kept for private use only and not posted onto any social media sites.

### Issues of conduct with the use of Social Media

We ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, school staff, parents or children. **'Think before you post!'**

We take very seriously, inappropriate use of social media by a parent/carer to publicly humiliate or criticise another parent, member of staff or child.

### What happens if someone ignores or breaks the code?

Should **any** of the above occur on school premises or in connection with school, the school may, if we feel it necessary, take action by contacting the appropriate authorities, including the police and will consider denying access to the school premises (banning) to the offending adult/s.

In cases where the code of conduct has been broken, the school will request a meeting by sending a formal letter to the parent/carer.

If the parent/carer does not attend the formal meeting, or refuses to attend the meeting, the school will write explaining the cause for concern and request that any inappropriate behaviour ceases, otherwise access to school will be restricted.

Following this formal warning, continued failure to follow the code of conduct by parents/carers will result in them receiving a formal letter denying them access (a ban) to the school grounds.

**Note:** (1) a ban from the school can be introduced without having to go through all the steps offered above in more serious cases.

(2) Site bans will normally be limited in the first instance.

At our school we take our safeguarding responsibilities seriously and will deal with any reported incidents appropriately, in line with the actions outlined above.