



A guide to supporting you and your child successfully through school A Parent and Carer Code of Conduct

At Monkhouse Primary School we are committed to a respectful, communicative and mutually supportive relationship between parents and staff. The vast majority of parents, carers and others visiting our school are keen to work with us and support the school. We recognise that disagreements and differences of opinion may occur, however, it is important that while issues are resolved we continue to treat each other with respect.

The Parent Essentials:

- Make sure your child arrives at school on time and is picked up promptly (if appropriate); or let us know if you are running late or if your child is going home with someone else.
- Complete all consent, contact and medical forms and inform us straight away if anything changes.
- Make sure your child has the right clothing for any activity they are involved in.
- Maintain a good relationship with your child's class teacher and attend workshops, school events and parent updates wherever possible or re-arrange if necessary to share information about your child's development.
- Talk to us if you have any concerns about any part of your child's education and development – we want to hear from you.
- If you have a concern which the school are unable to resolve and you wish to make a formal complaint, please ensure that you correctly follow the school's policies and complaint procedures.

Dress and Appearance

- We expect all adults accessing our site to dress appropriately at all times.
- Clothing that may be viewed as offensive, revealing, sexually provocative, display contentious slogans and so on is not acceptable on the school site.

Photographs, Videos and Images

- Photography and Videography: Taking photos or videos at school events is not permitted by anyone except school staff. This includes, but is not limited to, performances, sports events, workshops and school trips/visits.
- Inside the school and on the school site for any events is a mobile free site; if your phone rings or you receive a message whilst in the building or school field, you will need to find a place outside the school building to answer/respond to it.

School Security

Adults on site must sign in and wear a visible visitor's badge. Those without an enhanced DBS will be supervised at all times.

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 is contrary to the aims of the school.

Aims

- All members of our school community treat each other with respect

Expectations

- Adults set a good example to children at all times, showing them how to get along with all members of the school and the wider community

- No-one on our school premises will be the victim of abusive behaviour or open to threats
- Physical attacks and threatening behaviour, abusive or insulting language verbal or written to staff, governors, parents and carers, children and other users of the school premises will not be tolerated and will result in the withdrawal of permission to be on school premises
- Any parent or carer who is asked to leave the school premises will have the right to appeal the decision by writing to the chair of governors. Please note that incidents of rudeness will be logged with the chair of governors

The following types of behaviour are considered serious and unacceptable and will not be tolerated towards any member of the school community. This is not an exhaustive list but seeks to provide illustrations of such behaviour:

- Shouting, either in person or over the telephone
- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, office or other area of school grounds
- Inappropriate posting on social media will be deemed as bullying
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff at the school verbally or on facebook or other social media sites
- Speaking in an aggressive or threatening tone, either in person or over the telephone
- Sending abusive or threatening emails, text/voicemail/phone messages or other written communication
- Physically intimidating, e.g. standing very close, pointing in another person's face
- The use of aggressive hand gestures or exaggerated movements
- Chastising another child
- Physical threats
- Shaking or holding a fist towards another person
- Swearing
- Pushing
- Hitting, e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments

Unacceptable behaviour may result in the police being informed.

We reserve the right to take any necessary actions to ensure that no member of this school community is subject to abuse. School premises are private property and parents have been granted permission from the school to be on site. However, in the case of abuse or threats to staff, pupils, visitors or other parents or carers, the school may withdraw a parent's 'licence' to enter the premises.

School is not responsible for organising arrangements for children where parents or carers do not have permission to be on the school site. Parents and carers will need to provide alternative arrangements for bringing children into school. Should a parent be banned from the school site, they have the right to appeal by writing to the chair of governors within 10 days of permission to enter the school premises being withdrawn.

This guide outlines the rules that apply to all parents and carers in our school. Our aim is to provide you with a framework that sets out the expected conduct and helps prevent misunderstandings and any situations escalating so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.