
CODE OF CONDUCT FOR PARENTS AND CARERS



**BUTTSBURY
PRIMARY SCHOOL**

AN ACADEMY SCHOOL

Approved by:	Full Trust Board
Last reviewed on:	Autumn 2024
Next review due by:	Autumn 2027

1. Introduction

All staff and pupils at the school have the right to be in a non-hostile environment where they are respected and do not feel intimidated. This Code of Conduct supports this by:

- setting expectations of behaviour by parents/carers/relatives or any other adult who accompanies a child to the school
- defining unacceptable behaviour
- describing the procedure in response to such behaviour

2. Aims

The aim of this Code of Conduct is that all members of the school community treat each other with respect.

3. Expectations

It is the expectation that 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.

Parents/carers/relatives are expected to communicate with each other, other children and members of staff in a respectful and courteous manner; a manner in which they themselves would wish to be addressed.

It is expected that no members of staff, parents or children are the victims of abusive behaviour or open to threats on or near the school premises or in any communications (verbal or written).

Any displays of unacceptable behaviour (examples listed in Section 4) will not be tolerated by the school and further action will be taken where necessary.

4. Definition of unacceptable behaviour

Unacceptable behaviour is defined as any form of disrespectful conduct towards people or property within or around the proximity of the school site including anywhere the school is being represented, and any remote communications (directly or indirectly) such as email, telephone or social media.

Examples of the types of conduct and behaviour that are considered serious and unacceptable and will not be tolerated towards any member of the school community include:

- Shouting (in person or over the telephone)
- Speaking in a loud, aggressive or threatening tone
- Physical intimidation (such as standing very close)
- The use of aggressive hand gestures/exaggerated movements
- Threatening physical violence
- Shaking or holding a fist towards another person
- Using offensive language
- Pushing
- Physical abuse (including hitting, slapping, punching or kicking)
- Spitting
- Racist or sexist comments (including sexual innuendo)
- Inappropriate posting on social networking sites
- Damaging school or personal property
- Any discriminatory behaviour or communication
- Any other behaviours amounting to harassment, victimisation or intimidation

Notes:

- The above list is illustrative and is not exhaustive
- **Unacceptable behaviour may result in the police being informed**
- Schools reserve the right to bar someone from the premises for any reasons set out within this Code and in circumstances where there is any risk posed to any member of the school community.
- If any member of the school community feels threatened, intimidated, victimised or harassed the school will take appropriate action.

5. Procedure

- Incidents of unacceptable behaviour should be reported to the Headteacher and a written log taken
- The Headteacher will review the incident and determine if further investigation and action is required
- Further action can include, but is not limited to:
 - Speaking to the adult concerned
 - Issuing a warning letter
 - Giving notice to bar the individual(s) from the school
 - Giving notice of the intent to bar the individuals(s) from the school
 - Notifying the police or other relevant authority
- The individual(s) may appeal the decision to bar them by formally presenting their case to the Trust Board within a set deadline (detailed in the written notice given to them)
- Any incidents of unacceptable behaviour will be logged and reported to the Board of Trustees

Notes

- The school site is private property and access can be denied at the discretion of the school
- Referencing Section 547 of the Education Act 1996; any person who without lawful authority is present on premises to which this section applies and causes or permits nuisance or disturbance to the annoyance of persons who lawfully use those premises (whether or not any such persons are present at the time) is guilty of an offence
- The school will use the Education Act 1996 and, where necessary, other relevant UK legislation to uphold this policy
- Any adult who is asked to leave the school premises must do so without delay
- In the event of a parent/carer/relative being denied access to the school, the school will not be responsible for organising arrangements for children travelling to/from the school and alternative arrangements will need to be organised by the parent/carer/relative

7. Reviewing the Policy

Policy Date: Autumn Term 2024

Review Date: Autumn Term 2027