

Woodley CofE Primary School



Our Vision

At Woodley CofE each person is unique and accepted as a child of God. Through strong Christian values and our BRIGHT attitudes to learning, we inspire hearts and minds to create life-long learners, who have the skills, knowledge and understanding to shine brightly in the world.

“Let your light shine before others.” Matthew 5:16

Parent Code of Conduct Policy

Responsibility of:	Leadership and Management Policy
Type of Policy:	Good Practice
Date of Policy:	10/03/2025
Date of next review:	10/03/2026

Alternative formats available	email enlarged print audio
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1. Purpose and scope

At Woodley CofE Primary 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
- Value the contribution that parents/carers play in the life of the school and in their children's education

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
- Keep our children safe by adhering to the school's request to drive and park safely outside the school gates and within the school car park
- To use other strategies rather than using "staff" as threats to admonish their children's behaviour.

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
- Racist or sexist comments including sexual innuendo
- 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
- Damaging or destroying school property
- 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. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Smoking/vaping or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the school premises (other than guide dogs/official therapy dogs).
- Covert filming or recording of meetings, conversations or telephone calls. The school will not make any covert recordings and does not expect any parent/carer/visitor to do so. The school does not give permission in any circumstances for covert recording.

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 Head Teacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- 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 Head Teacher.

The Head Teacher will inform the Chair of Governors when issuing a ban to a parent from the school site.

5. Persons Causing Nuisance/Disturbance on School Premises

School premises are private property and parents have been granted permission by the Head Teacher to be on school premises. This permission can be withdrawn and a parent banned from the school premises where there is evidence of abuse or threats to staff, pupils or other parents. The School is not responsible for organising arrangements for children to be brought into school in the above circumstances. Parents will need to provide alternative arrangements for bringing children into school. It is also an offence under section 547 of the Education Act 1996 for any person (including a parent) to cause a nuisance or disturbance on school premises. The Police may be called to assist on removing the person concerned.

6. Hate Crime

The term “hate crime” can be used to describe a range of criminal behaviour where the perpetrator is motivated by hostility or demonstrates hostility towards the victim’s disability, race, religion, sexual orientation or transgender identity. A hate crime can include verbal abuse, intimidation, threats, harassment, assault and bullying, as well as damage to property. The school will report hate crime to the Police.

7. Inappropriate use of Social Network Sites

Cyber Bullying – We take very seriously the use of cyber bullying by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying.

Social Media – Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents or pupils. The Crown Prosecution Service issued guidelines on prosecuting in cases relating to communications sent via social media.

Any concerns you may have about the school or your child/children must be made through the appropriate channels (talking with the class teacher and senior staff within school) and using the school’s complaints procedure which is readily available on the school website or on request to the school office.

The school will also consider its legal options to deal with any such misuse on social networking and other sites, this includes reporting to the Police.

8. Procedure to report any concerns

- In the first instance, if you have any concerns regarding your child and school, please speak to your child’s class teacher.
- If you are not happy with their response, you should ask to speak to the Phase Leader.
- In the event that the Phase Leader is unable to help you, concerns are then escalated to the Senior Leadership Team.