

# **St. Oswald's Church of England Primary School** **Parent Code of Conduct**



***'Teach children how they should live and they will remember it all their life'***  
**Proverbs 22:6**

Through basing our vision on the bible teaching above we will promote an inclusive school community, rooted in mutual respect, understanding and kindness towards others.

***'Life in all its fullness.'***  
**John 10:10**

In living out the statement above our vision is to develop resilience and a love of learning, which will enable the children to achieve their aspirations.

## **Monitoring and Evaluation**

The Head Teacher shall have oversight of this policy and ensure all staff follow procedures and that these are carried out.

The effectiveness of this policy shall be monitored during Governor's meetings.

Date approved	Next Review Date	Signed by
October 2023	September 2024	Susan Verge

## **Parent Code of Conduct**

### **Contents:**

1. Introduction
  2. Purpose and scope
  3. Our expectations of parents and carers
  4. Behaviour that will not be tolerated
  5. Breaching the code of conduct
  6. Equal opportunities
  7. Evaluation of the Policy
- Appendix 1: Model Letters  
Initial warning letter from the Headteacher  
Model letter banning from the school site (issued by Sefton's Legal Department)

## **1. Introduction**

We at St. Oswald's value all parents and carers, we see St. Oswald's community as a Christian family and have our Christian values at the core of all we do. Our vision is to include all members of our school family, to treat all with respect, understanding and kindness in all our communication and activities. Our vision is for all stakeholders to achieve their aspirations and we will do all we can to support and guide, promoting 'Life in all its fulness.' John 10:10.

## **2. Purpose and scope**

At St. Oswald's CE Primary, 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
- This policy is to be read in conjunction with the "Managing Aggressive Behaviour of Visitors to School Policy and Visitors to School Policy.

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 and Discipline 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)

## **3. Our expectations of parents and carers**

We expect parents, carers and other visitors to:

- Respect the 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 in language 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
- Agree to adhere to the school's policies as all parents sign the home/school agreement on entry to the school

## **4. Behaviour that will not be tolerated**

- Disrupting, or threatening to disrupt, school operations (including events on the school grounds, performances and sports team matches etc)
- Swearing, or using offensive language
- Displaying a temper, or shouting at members of staff, pupils or other parents
- Threatening any member of the school community
- Sending abusive messages to a 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

- 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
- Smoking or drinking alcohol on the school premises
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the school premises (other than guide dogs)

### **5. 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 in to school to meet with a senior member of staff or the headteacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- Seek advice from Sefton's legal team regarding further action (including cases of conduct that may be libellous or slanderous)
- 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 headteacher.

### **6. Equal Opportunities**

All pupils regardless of race, gender or disability are welcome to apply to the school and admission will be subject to the above criteria. (see Equality Policy & Equality Statement

### **7. Evaluation of Policy**

The policy will be reviewed annually by the full Governing Body unless there are any immediate statutory requirements which must be adhered to.

## **Appendix 1: model letters**

Initial warning letter from Sefton's Legal team

**Sefton Council**



www.sefton.gov.uk

**Corporate Legal Services  
Department**

To

Date:  
Our Ref:  
Your Ref:

**Please contact:  
Contact Number:  
Fax No:  
Email:**

Dear ...

### **RE INCIDENTS AT ST OSWALD'S CE PRIMARY SCHOOL**

I have been instructed to write to you on behalf of St Oswald's Primary School in relation to ...

I must inform you that the right of a parent to come onto school premises may be withdrawn or suspended by the school and the Head Teacher can exercise this right at her discretion. You are therefore requested to ensure that whilst on school premises you conduct yourself in a manner, which will not cause offence to those legally using the premises and is in accordance with the school's parent code of Conduct. If there are any further incidents of a similar nature then the Head Teacher can withdraw your rights to enter on to the school premises. Thereafter, any further breaches could result in prosecution contrary to Section 547 of the Education Act 1996, however I hope that further action will not be necessary when term recommences in September.

Yours Sincerely

**Solicitor**

**Model letter banning a parent from the school site**

Dear ...

**Re: INCIDENT AT ST OSWALD'S CE PRIMARY SCHOOL**

I have been instructed to write to you on behalf of the Head Teacher at St Oswald's CE Primary School regarding an incident that took place on school premises on...

I must inform you that the Governing body will not tolerate threatening or abusive conduct of this nature on school premises and will act to protect staff, pupils and other visitors to the premises as and where necessary. I am therefore instructed to notify you that the head teacher has decided to issue you with a ban until the end of this academic year. This means that your licence to enter the school premises has now been withdrawn. This ban will be reviewed in the summer term and if there have not been any further incidents the ban will be removed for the start of the new academic year in September ....

Please note that If you fail to comply with the ban you could be removed from the school premises and prosecuted under Section 547 of the Education Act 1996 and if convicted under this section you could be liable to a fine of up to £500.00.

The Governing body will meet to consider the headteacher's decision to ban you from the school premises. You will be notified of the date and time of this meeting and you can send any representations to the Governors for their consideration.

Yours Sincerely

**Solicitor**