



Boroughbridge High School and King James's School Federation
POLICY STATEMENT

Parent and Carer Code of Conduct

Policies last reviewed (date)	January 2024
Ratified by Governors (date)	January 2024
Next policy review due (date)	January 2026
Due for review by Governors (date)	January 2026
Staff Lead	Clare Martin & Kathryn Stephenson

MISSION STATEMENT:

To enable exceptional student support by maintaining a culture of respectful partnership working, between school and parents/carers underpinned by clear expectations and guidelines around communication and conduct.

Significant revisions since the last review:
None. (Policy first created January 2024)

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Section 1: Purpose and Scope

Across the Boroughbridge High School and King James's School Federation, we value positive and supportive relationships with parents and carers, recognising that effective education of children is a process that involves partnership between parents and carers and school. We have a commitment to modelling appropriate behaviour for our pupils at all times. We welcome and encourage parents and carers to participate fully in school life which includes raising any concerns. This will enable us to create a safe, respectful and inclusive environment for our pupils, parents, carers and staff.

To help us to 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 policies).

This code of conduct aims to help the school work together effectively with parents and carers by setting guidelines on appropriate behaviour.

Section 2: Parents, Carers and Other Visitors' Code of Conduct

We expect parents, carers and other visitors to:

- Understand that staff and parents/carers need to work together for the benefit of their children.
- Support school policies which are in place including the Behaviour Policy.
- Demonstrate that all members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seek to bring about a peaceful solution to any issue.
- Correct their own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour.
- Approach the school to help resolve any issues of concern as outlined in the Complaints Procedure.
- Appreciate that whilst we are always happy to meet with parent and carers to discuss issues, we are unable to do so without an appointment, due to other commitments and workload in school.
- Give school appropriate lengths of time to respond to enquiries or concerns (as per communications policy).

Section 3: Types of Unacceptable Behaviour

- Behaviour that interferes with or threatens to interfere with the operation of a classroom or learning environment, office or any other area of the school grounds.
- Using loud, or offensive language, shouting, swearing, cursing, using profane language, attempting to physically intimidate, use of aggressive hand gestures or displaying temper.
- Threatening to harm a member of school staff, visitor, fellow parent/carer or pupil regardless of whether or not the behaviour constitutes a criminal offence.
- Using physical aggression towards another adult or child, including your own.
- Damaging or destroying school property.
- Sending abusive or threatening emails or text/voicemail/phone message or other written communications.
- Demanding to meet staff without an appointment.
- Demanding to remove your child without an appointment or prior notice.
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms
- Sending abusive messages to another member of the school community, including via text, email or social media
- Approaching someone else's child in order to discuss or chastise them because of their actions towards your own children.
- Smoking and consumption of alcohol or illegal drugs on school premises.
- Dogs (and other animals) being brought on to school premises with the exception of assistance dogs.

Section 4: Breaching of Code of Conduct

If the school suspects, or becomes aware, that a parent, carer or visitor has breached the code of conduct, the school will gather information from those involved and speak to them 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 headteacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- Seek advice from the local authority's legal team regarding further action (in cases of conduct that may be libelous 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.

The headteacher will consult the chair of governors before banning a parent from the school site.