

# **White Bridge Primary School**

## **Parents, Carers and Visitors' Code of Conduct and Behaviour on School Premises**



January 2020  
Next review: Summer 2021

## **PURPOSE AND SCOPE**

---

White Bridge Primary School is very fortunate to have a supportive and friendly parent community. Our parents and carers recognise that educating children is a process that involves partnership between parents and the school. We welcome and encourage parents and carers to participate fully in the life of our school and we will act to ensure it remains a safe place to learn and work.

The vast majority of the parents and carers are keen to work with us and are supportive of the school's work. If a parent or carer has concerns we will listen and seek to address them.

We expect all members of our school community to behave in a reasonable way but unfortunately there are occasions when behaviour by parents, carers and visitors to the school is considered unacceptable. This policy outlines the steps that will be taken in those circumstances.

## **VISITORS CODE OF CONDUCT**

---

In addition to following the guidance set out in our Home-School Agreements, we expect visitors to:

- Understand that both teachers and parents/carers need to work together for the benefit of their children.
- Treat all members of the school community with respect.
- Set a good example in their own speech and behaviour.
- Clarify a child's version of events with the school's view in order to bring about a resolution to any issue.
- Correct their own child's behaviour, especially when in school uniform in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour.
- Approach the school to help resolve any issues of concern.
- Ensure that issues are dealt with in a place and at a time that is appropriate.

## **TYPES OF UNACCEPTABLE BEHAVIOUR**

---

In order to support a peaceful and safe school environment the school will not tolerate parents, carers and visitors exhibiting the following:

- Disruptive behaviour or disorderly conduct which interferes or threatens to interfere with the operation of a classroom, office or any other area of the school grounds.
- Using loud offensive language, shouting, swearing, cursing, and using disrespectful language.
- Attempting to physically or verbally intimidate.
- Using aggressive hand gestures or displaying temper.
- Threatening to harm a member of school staff, visitor, fellow parent/carers or pupil regardless of whether or not the behaviour constitutes a criminal offence.
- Damaging or destroying school property.
- Sending abusive or threatening e-mails or text/voicemail/phone messages or other written communications.
- Defamation of the school or staff on Facebook or other social networking sites.
- Using physical or verbal aggression towards another adult or child.
- 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, including vaping.

- Bringing dogs on to school premises (with the exception of assistance dogs).

## **STEPS TO BE TAKEN IF AN INCIDENT OCCURS**

---

### **STEP 1: VERBAL WARNING**

The Headteacher (or member of SMT) will speak to the person or persons perpetrating such an incident, privately and will:

- Explain that the behaviour is unacceptable
- Seek an assurance that such an incident will not be repeated
- Stress that any repetition of such an incident will result in further more serious action being taken.

If the Headteacher has been subjected to abuse, this step will be actioned by the Chair of Governors (or another Appointed Governor).

Any incidents of violent conduct would immediately proceed to Step 5.

At any stage the school may report serious incidents of abusive and threatening behaviour to the Local Authority. The school has a statutory responsibility to record any racist or discriminatory incidents and report these to the Local Authority when asked to do so.

Any act of actual or threatened violence will be referred to the Police immediately and record and report these to the Governing Body.

### **STEP 2: WRITTEN WARNING**

If a second incident occurs involving the same person or persons, the Headteacher will write to the adult(s) informing them once again that the behaviour is unacceptable. As for Step 1, if the Headteacher has been subject to abuse this will be done by the Chair of Governors or another appointed governor.

### **STEP 3: FINAL WRITTEN WARNING**

If a third incident occurs involving the same person or persons, the Chair of Governors or another appointed independent governor, will write to the adult(s) giving a final warning that this abusive and threatening behaviour is unacceptable, and that a repetition of the conduct will result in exclusion from the school premises under Section 547 of the Education Act 1996.

### **STEP 4: EXCLUSION FROM SCHOOL PREMISES**

If such an incident recurs or if an initial incident is considered serious enough, the Headteacher or Chair of Governors (or another appointed governor) would exclude the person from school premises under Section 547 of the Education Act 1996.

### **STEP 5: REMOVAL BY POLICE**

If, following a decision to exclude a person from the school premises, that person persists in entering school premises, they may be removed by the police as a trespasser under Section 547 of the Education Act 1996 and charged with an offence under the Public Order Act 1986.

All parents, even if excluded from school premises, are not excluded from the right to seek an appointment to speak to school staff about their child's educational progress. This may take place on school premises if agreed.

At White Bridge Primary School we operate a 'zero tolerance' approach to the use of inappropriate behaviour anywhere on the school site towards pupils, staff and parents/carers and visitors.

Any unacceptable behaviour towards pupils, parents or staff on the school site should be reported to a member of the Senior Management Team (Mrs Witteridge, Miss Hester or Mrs Mudd) as soon as possible. It will be investigated and acted upon in line with this code of conduct.