



# Parent/Carer Code of Conduct Policy



17 March 2025

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## Purpose:

At Manor Drive Primary Academy, we believe it is 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.
- Ensure every child discovers a love of learning, applying our learning toolkit:



- Work in partnership with parents/carers to support the academy values. These are: Work Hard, Be Kind, Be Brave.

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 academy work together with parents and carers by setting guidelines on appropriate behaviour.

We use the term “parents and carers” to refer to:

- Anyone with parental responsibility for a pupil
- Anyone caring for a child (such as grandparents and child-minders)

## Our expectations of parents and carers:

We expect parents, carers and other visitors to:

- Respect the ethos, vision and values of our academy
- Work together with staff in the best interests of our pupils
- Treat all members of the academy 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 academy staff to help resolve any issues of concern. Initially the classroom teacher or Phase Leaders, if you still wish to speak to someone then please speak to a member of the Senior Staff; Miss Mason, Mrs Parrott, Ms. Pearson or Mrs Marks
- Support the Parent, Child and Academy Home School Agreement
- Behave in an appropriate manner on and in front of the academy site. This includes drop off and collection times as well as attending academy events or meetings



### **Behaviour that will not be tolerated:**

- Disrupting, or threatening to disrupt, academy operations (including events on the academy grounds, sports days and team matches)
- Swearing or using offensive language
- Displaying a temper, shouting at members of staff, pupils or other parents
- Threatening or being abusive to another member of the academy community
- Sending abusive messages to another member of the academy community, including via text, email or social media
- Posting, defamatory, offensive or derogatory comments about the academy, its staff or any member of its community, on social media platforms
- Use of physical punishment against your child
- 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, vaping or drinking alcohol on the academy premises
- Possessing or taking drugs (including legal highs)
- Littering the academy grounds with items such as food wrappers and cans

### **Breaching the code of conduct:**

If the academy suspects, or becomes aware, that a parent or carer has breached the code of conduct, the academy will gather information from those involved and speak to the parent about the incident where appropriate. Depending on the circumstances parents and carers may be banned from the academy site whilst an incident is being investigated.

Depending on the nature of the incident, the academy may then:

- Send a warning letter to the parent
- Invite the parent into the academy to meet with a senior member of staff or the headteacher
- Contact the appropriate authorities (in case of criminal behaviour)
- See advice from the trust's legal team regarding further action (in cases of conduct that may be libelous or slanderous)
- Ban the parent from the academy site

The academy 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.

If a parent is banned from the academy site the situation will be reviewed in six weeks from the date of the ban. There will be a meeting with the parent to sign an agreement which will enable them to return to the academy site. If they refuse to sign the agreement they will be banned for a further six weeks until the agreement is signed.

The headteacher will consult the chair of the Local Governing Committee before banning a parent from the academy site.