

# St. Gabriel's Catholic Primary School Code of Conduct for Parents Policy

**Reviewed October 2023**  
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### Our Mission Statement

St. Gabriel's is a welcoming school where:

We pray together, care for each other and learn together

We feel safe and respected

We try to do our best

Everyone is treated fairly

We have fun with our friends

With Jesus Christ at the heart of our loving Catholic community

## Introduction

We are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents/carers will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school.

## Purpose and Scope

The purpose of this policy is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish progress and achieve in an atmosphere of mutual understanding. This is also to ensure that no aspect of behaviour or attitude of parents, carers and visitors gets in the way, prevents or stops any school workers getting on with doing the work they are supposed to be doing.

## Guidance

**We expect parents, carers and visitors to:**

- Respect the caring ethos and values of our school
- Understand that both teachers and parents need to work together for the benefit of their children.
- 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 clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Approach the school to help resolve any issues of concern.
- Avoid using staff as threats to admonish children's behaviour.
- Ensure that all family members or other persons responsible for collecting children are aware of this policy.

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

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, office area, meeting rooms, meetings or any other area of the school grounds including team matches.
- Insisting on speaking to a member of staff, particularly at the start or end of the day, when it may not be appropriate.

- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper or aggressive behaviour.
- Damaging or destroying school property.
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication to any staff member.
- Defamatory, offensive or derogatory comments regarding the school or any of the students/parent/staff, at the school on Facebook or other social sites. (See Appendix 1). Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- The use of or threat of physical aggression towards another adult or child.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach may have legal consequences or safeguarding/child protection consequences).
- Smoking and consumption of alcohol or other drugs whilst on school property.
- Dogs being brought on to school premises.

Should **any** of the above behaviour occur on school premises the school may where necessary contact the appropriate authorities and may consider banning an individual from entering the school grounds.

We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support of the school.

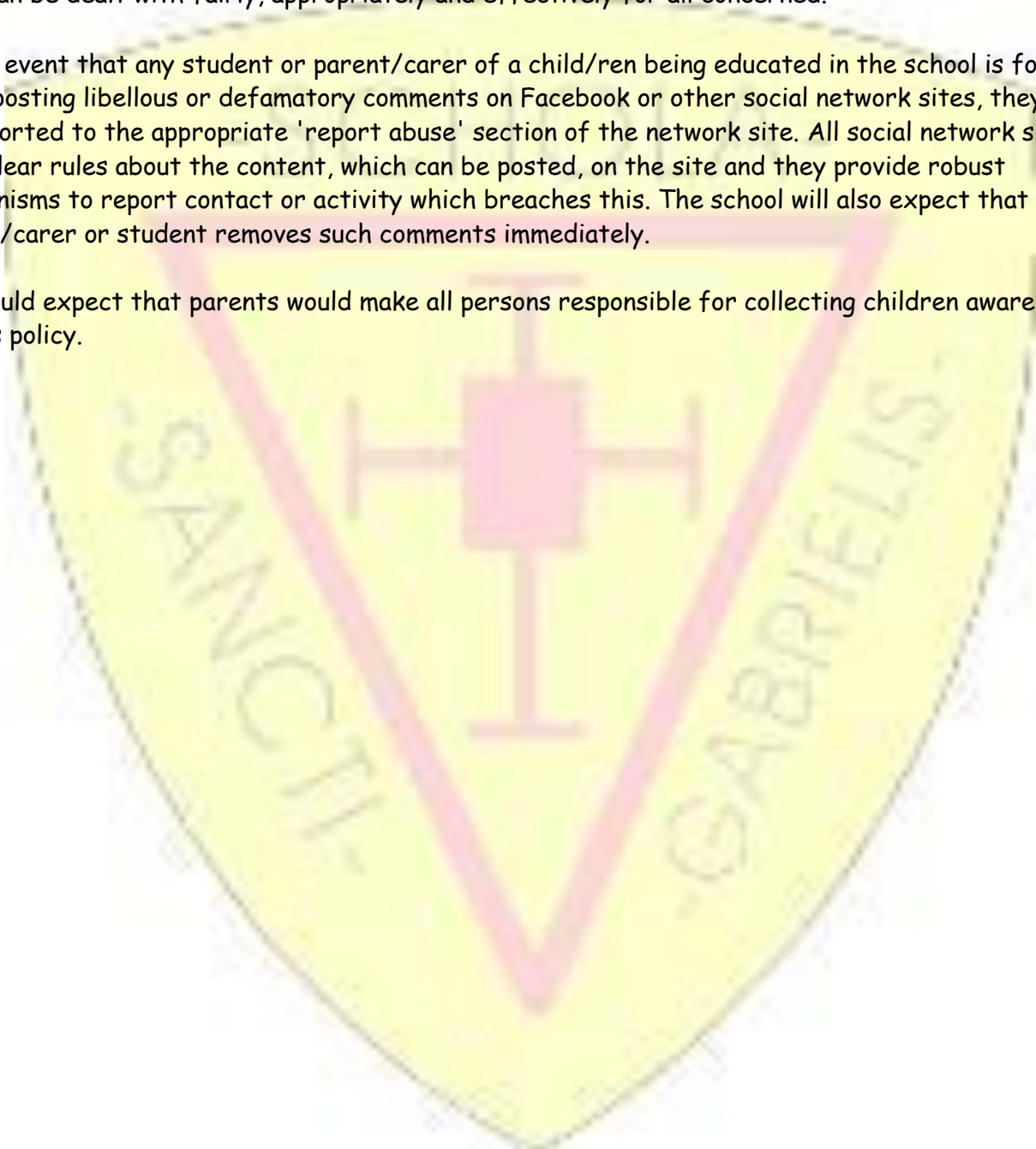
Again, parents will be expected to ensure that all family members or other persons responsible for collecting children are aware of this policy.

## Appendix 1: Inappropriate use of Social Network Site

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/students. The Governors considers the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any student or parent/carer of a child/ren being educated in the school is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content, which can be posted, on the site and they provide robust mechanisms to report contact or activity which breaches this. The school will also expect that any parent/carer or student removes such comments immediately.

We would expect that parents would make all persons responsible for collecting children aware of this policy.



## Appendix 2: Letters

### Letter 1

Dear parent

I have received a report about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, students, other parents.]

Please note that if you have an issue that is related to the School, then I must ask that you take the matter up with the school in the first instance, rather than taking the matter into your own hands.

We believe staff, parents and children are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school. I must inform you that the school will not tolerate conduct of this nature on its premises and will act to defend its staff and students.

Please be aware that, if there is any repetition of this type of behaviour in the future, the School may be forced to consider restricting your access to the school premises, which could include banning you from the school's premises.

I hope that you recognise that this action would be taken reluctantly, but the school has a duty to ensure the safety and wellbeing of its pupils, staff and visitors alike.

Yours sincerely

Headteacher

## Letter 2

Dear parent

I have received a report about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, students, other parents.]

We believe staff, parents and children are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school. I must inform you that the school will not tolerate conduct of this nature on its premises and will act to defend its staff and students.

The Headteacher has already contacted you on \_\_\_\_\_.

On the advice of the Headteacher I am therefore informing you that should the school staff have any further concerns about your behaviour you will be asked not to enter the premises and you may be prosecuted under Section 547 of the Education Act 1996. If convicted under this section, you are liable to a fine of up to £500

Yours sincerely

Co-Chair of Governors

### Letter 3

Dear Parent

I have received a report from the Headteacher about your conduct on (enter date and time).

[Add summary of the incident and of its effect on staff, students, other parents.]

Such behaviour is completely unacceptable and you have failed to treat the school, its pupils and its staff with appropriate respect. I must inform you that the school will not tolerate conduct of this nature on its premises and will act to defend its staff and students. On the advice of the Head teacher I am therefore instructing that (for a temporary period) you are not to reappear on the premises of the School. If you do not comply with this instruction I shall arrange for you to be removed from the premises and prosecuted under Section 547 of the Education Act 1996. If convicted under this section, you are liable to a fine of up to £500.

The withdrawal of permission for you to enter the school premises takes effect straightaway and will continue until [insert date for end of ban]. However, I still need to decide whether it is appropriate to confirm this decision. Before I do so, I wish to give you an opportunity to give me in writing any comments or observations of your own in relation to the report which I have received from the Head teacher. These comments may include any expressions of regret on your part and any assurances you are prepared to give about your future good conduct. To enable me to take a decision on this matter at an early point, you are asked to send me any written comments you wish to make by (state date ten working days from the date of letter).

If on receipt of your comments I consider that my decision should be confirmed, you will be supplied with details of how to pursue a review of the circumstances of your case.

Yours sincerely

**Co-Chair of Governors**