



## Foundations for Children Parent Conduct Policy

Croyland Nursery School, Parklands Nursery School,  
Camrose Early Years Centre and  
Highfield Nursery School

<b>POLICY APPROVED BY:</b>	<b>Full Governing Body</b>
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<b>TO BE REVIEWED BY:</b>	<b>Cath Draper</b>



## 1. Policy Statement

The Federation is dedicated to ensuring that all children achieve their potential and will work in partnership with all stakeholders to achieve these aims. The Federation is therefore required to have a policy to address parental/carer's behaviour that is unacceptable and has a detrimental effect on the good order, and safety of the schools. The Federation has a duty of care for both staff and children to ensure their safety and well-being. This policy will outline the behaviours that are unacceptable to the Federation and what sanctions are available to deal with the behaviour

## 2. Police Responsibility

The Executive Headteacher is the member of staff responsible for implementation, coordination and review of this policy. The Deputy Head's will be responsible for liaising with the nursery's Site supervisors, School Business Managers, office team and safeguarding leads as appropriate. All breaches of this procedure must be reported to the Executive Headteacher. Failure by staff members to adhere to this policy may lead to disciplinary action.

## 3. The aims of the whole Federation

- To nurture the whole child and encourage a positive self image.
- To provide a safe, happy and welcoming environment in which all have opportunities to develop.
- To support families, carers and children by building positive relationships and working in partnership with others to meet everyone's needs.
- To provide a high quality provision that is inclusive and accessible so that it can be valued and enjoyed by all in our community.
- To promote confidence and well-being in children and adults.
- To understand we are individuals with individual needs.



## 4. Parents' Code of Conduct

(NAME OF SCHOOL) is a caring and supportive school which aims to create a safe, happy and secure learning environment. We are very fortunate to have very supportive, helpful and friendly parents who recognise that educating children is a process that involves partnership between home and school. Our parents understand the importance of a good working relationship to ensure our children achieve their best. For this reason, we welcome and encourage parents/carers and visitors to participate fully in the life of our school. We have a 'Parent, Carer and Visitor Code of Conduct'. Parents are asked to sign a copy and return to Reception. The purpose of this Conduct is to provide a reminder to all parents and visitors to our school about expected conduct so that we can work together to ensure a safe and positive school environment for our children. Below is a summary of the key points:

### **Parents, Carers and Visitors will:**

- Respect the caring ethos and values of our school.
- Work together with staff for the benefit of the children.
- Set a good example in their own speech and behaviour towards all members of the school community.
- Approach our school in a calm and respectful manner to resolve any issues of concern or to discuss and clarify specific events in order to bring about a positive solution;
- Support and reinforce the school's policy on Behaviour.
- When moving around the Centre ensure your children are supervised at all times.
- Respect the learning environment appropriately (both in school and off site).
- Park with consideration and respect for others when delivering and collecting children from school.
- Use Social Media responsibly.
- Not use mobile phones whilst on school site



**The Federation will not tolerate Parents, Carers and Visitors:**

- Acting aggressively, using inappropriate language, displaying temper or acting in a threatening manner towards, staff, children or parents on the school premises.
- Threatening harm or physical aggression towards child, member of staff or parent.
- Damaging or destroying school property.
- Smoking and consuming alcohol or other drugs on our school site or accessing the school site whilst intoxicated.
- Dogs being brought onto our school premises (other than guide dogs or other support dogs).
- Social media, phones and emails being used to fuel complaints or concerns against our school, children, staff or parents or being used for libelous or defamatory posts or cyber bullying.

The Federation will take appropriate action in these circumstances. Thank you for abiding by this policy in our Federation. Together we can create a positive and uplifting environment for not only

the children but also all who work and visit our school. If you ask any friends or relatives to bring or collect your child from school, please ensure they are also aware of and abide by this policy.

Name of Child:	Date:
Name of Parent:	Parent Signature:

## 5. Key principles of the Code of Conduct

- As far as possible, all steps will be taken to ensure education of the child will not be compromised
- Clear documentary evidence is kept of any correspondence, action or decisions for a period of at least 12 months;
- The Federation will fully investigate all valid concerns;
- Any decisions will be fully communicated to the parent;
- Any parent behaving unlawfully will be reported to the police



## 6. Procedures

The Federation has a range of strategies to employ with any parent who persists with unacceptable conduct. Whilst these sanctions are set out in the policy by way of a sequential process, they can be initiated at any stage if, in the reasonable judgement of the Executive Headteacher of the Federation or the Co-chairs of the Governing Board, the severity of the behaviour warrants such a level of intervention.

### Verbal Warning/Mediation Meeting

A parent who displays any of the behaviour as described above will be asked politely to desist and offered the opportunity to discuss the matter in person on the first occasion.

### Two Formal Written Warnings

A formal written letter will be sent to the parent where they continue to act unacceptably. This is signed by the Deputy Head and circulated to relevant internal parties to ensure that an informed and consistent approach can be adopted. This letter is kept on the file of any child at the school for a period of twelve months. Should a further incident occur, a second formal written warning should be issued.

## 6. Legal Sanctions

If a parent breaches the expected standard of behaviour as set out in the Parental Code of Conduct despite formal written warnings, then the Federation may consider the following the sanctions listed below. These will usually only be used in extreme circumstances e.g. if a parent continues to exhibit conduct in breach of this policy or has committed a serious breach of this policy.

A – The Federation may ban the parent from the Federation premises for a specified period, subject to regular review by the Federation Council.



Any entry onto the site in contravention of such a ban and where a nuisance is caused would be a criminal offence under section 547 Education Act 1996 and you will be removed from the premises by the Police or an authorised member of staff.

B - An injunction under the Protection from Harassment Act

The Federation may seek an injunction requiring them to desist from behaving in the manner in question. The Federation will seek an injunction against the parent's conduct under the Protection from Harassment Act 1997.

C - Anti-Social Behaviour Order (ASBO) The Federation may seek an ASBO. The Court will have the ability to grant an ASBO which would prohibit the parent from pursuing a certain course of action

## 8. Responsibilities

### **Governing Board:**

The Governing Board is responsible for:

- Implementing the Federation policy, procedures, and guidelines;
- receiving reports; and any necessary documentation
- advising the Deputy Head.
- reviewing bans from the Federation site

The Governing Board will monitor the level and nature of reports and review the outcomes annually or earlier if so determined by the Co-chairs.

### **The Co-chairs of the Governing Board is responsible for:**

- monitoring the good order and safety of the Federation
- checking that the correct procedure is followed.

### **The Executive Headteacher of the Federation is responsible for:**

- the overall internal management of the procedures;



- ensuring that the procedures are monitored and reviewed and reports made to the Governing Board.
- authorising staff to remove parents from the school site
- the efficient operation and management of the policy and procedures;
- training staff on how to deal appropriately with difficult parents;
- keeping parents, children and others informed of the procedures;
- compiling reports for the Deputy Head as required.

## 9. Information for Parents

The Federation will advise parents of this Parental Code of Conduct. This Parental Code of Conduct policy is available via the Federation's website or directly from the Federation.

## 10. Equal Opportunities

In implementing this policy the Governing Board, Deputy Head and staff must take account of the Federation's Equal Opportunities policy.

## 11. Monitoring and Review

The Deputy Head will report to staff from time to time, and to the Parental Advisory Body annually or earlier if the Co-chairs so determines, on the number and type of incidents and behaviours displayed by parents received and their outcomes.

The school improvement committee will review this policy every three years



## 12. Linked Safeguarding Policies

- Safeguarding Policy
- Health and Safety Policy
- Behaviour and Relationships Policy
- Safer recruitment Policy
- Induction and mentoring Policy
- Students Policy
- Volunteer Policy
- Room hire Policy

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