



St. Bertelina's Church of England Primary School

Code of Conduct

For Adult visitors including Parents, Carers and Family Members

Overview

Schools are private places even though they serve a public function. Parents and guardians of pupils who are on the school roll have an 'implied licence' to enter school premises. The headteacher and governors have the power to set out the terms and conditions for this licence. The headteacher is legally responsible for the day to day running and organisation of the school and so decides the acceptable standard for the behaviour of adult visitor to the site. A parent's licence to enter the school premises may be withdrawn by the headteacher if they behave in a manner that is harmful to others. The ethos of our school requires all visitors to behave in an acceptable manner when on school premises. On almost all occasions parents, guardians and other visitors are polite, proper and behave in an acceptable manner. On the very rare occasions when the behaviour of a visitor falls below the standard that the school expects the headteacher will act in accordance with this policy.

Objectives

1. For parents and carers to support the Christian ethos of our school by setting a good example, in their own speech and behaviour towards all members of the school community.
2. To ensure that adults visiting the school behave in a polite and proper manner and that they conduct themselves in an acceptable way.
3. To ensure that all adults including visitors and members of staff are treated properly and respectfully.
4. To protect all in school from intimidating, unreasonable or threatening behaviour.
5. To ensure the safety and welfare of all in school.
6. To ensure that people raise issues or complaints in a polite, proper and acceptable manner.
7. To ensure that there is zero tolerance of raised voices, malicious comments, aggression, threatening language, or other unacceptable conduct on school premises such as being under the influence of drugs or alcohol.

Strategies

1. If the unreasonable or unacceptable behaviour of a visitor causes concern, the headteacher will ask that person to modify their behaviour and remind them of the standard of behaviour expected of them whilst on the school's premises. If

they are unable to comply they will be required to leave and to make an appointment to return when they can conduct themselves in an acceptable manner. On no account will verbal reprimands of other people's children be tolerated.

2. On any occasion where a visitor becomes angry, agitated or aggressive they will be given the opportunity to calm down. If they are unable to calm down they will be required to leave and make an appointment to return when they can conduct themselves in an acceptable manner.
3. To ensure the safety and well-being of those in school the headteacher has the authority to set conditions under which those who have acted against the principles set out in this policy may visit the school on future occasions.
4. The headteacher will speak to or write to any person who has behaved unacceptably setting out the reasons for their action and the conditions under which they may in future enter the school premises.
5. The headteacher will notify the Chair of the governing body and the appropriate LA officer of any situation where restrictions have been applied.
6. If a person enters school premises without the headteacher's permission they will be asked to leave immediately. If they refuse, the police will be asked to remove them and they may risk prosecution under Section 547 of the Education Act 1996.

Outcomes

This policy will ensure that adults visiting the school behave in an acceptable manner and support the peaceful and safe environment. On the very rare occasions where this is not the case the headteacher will use the strategies set out in this policy to ensure that the school's expectations are met. The headteacher has the legal authority to require any person who behaves in an unacceptable manner to leave the premises immediately and to request the police to remove them if they do not leave.

We trust that parents and carers will assist our school with the implementation of this policy and thank you for your continuing support. We would expect that parents would make all persons responsible for collecting children aware of this policy.

Appendix 1 - Inappropriate use of Social Networking Sites

Social media websites and other communication sites e.g. What's App are being used increasingly to fuel campaigns and complaints against schools, Head teachers, school staff, and in some cases other parents/pupils. The Governors of this school consider the use of social media and communication 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, a member of the Senior Leadership Team, 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 pupil or parent/carer of a child/children being educated at St. Berteline's Church School is found to be posting libellous or defamatory comments on Facebook or other social network sites, they may 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. Our school also expects that any parent/carer or pupil removes such comments immediately.

In serious cases the school will also consider legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly, is the issue of cyber bullying and the use by one child, family member or a parent with the intention to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare.