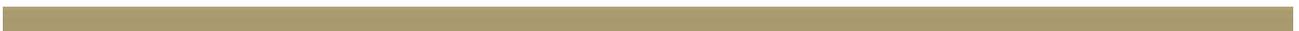




**Beaumont  
Primary  
School**

A Learning Community Partnership

# **Code of Conduct for Parents, Carers and Visitors**



# Beaumont Primary School

## Code of Conduct: Parents / Carers and Visitors

### Mission Statement

*At Beaumont Primary School we are passionate about learning. Our school community includes and values everyone, working together to achieve in a supportive, caring and professional way. Our enthusiasm and positive energy makes Beaumont Primary a truly happy and vibrant place to be.*

### Rationale

At Beaumont Primary we are very fortunate to have supportive and friendly parents.

Our parents recognise that educating children is a process that involves partnership between home and school; and understand the importance of a good working relationship for children to develop and progress. For these reasons we welcome and encourage parents and carers to participate fully in the life of our school.

The purpose of this policy is to provide a reminder to all parents, carers 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.

### Respect and Concern for Other and their Rights

We expect parents and carers to show respect and concern for others by:

- supporting the respectful ethos of our school by setting a good example in their own speech and behaviour towards all members of the school community;
- working together with teachers, support staff and other professionals for the benefit of children. This includes approaching the school to resolve any issues of concern and to discuss and clarify specific events in order to bring about a positive solution;
- respecting the school environment.

In order to support a peaceful and safe school environment, the school cannot tolerate behaviour that is considered inappropriate and unacceptable. The following are examples of inappropriate and unacceptable behavior; however, the list is not exhaustive:

- Shouting at school staff, either in person or over the telephone
- Physically intimidating a member of staff, e.g. standing very close to him/her
- The use of aggressive hand gestures, e.g. two fingers raised
- Threatening school staff
- Shaking or holding a fist towards another person
- Writing abusive comments about a member of staff, e.g. he/she is an idiot, including posting comments on social networking sites
- Swearing at a member of school staff
- Pushing
- Hitting, e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments
- Breaking the school's security and safeguarding procedures

The above behaviours on school premises will be reported to the appropriate authorities and Governors, who may prohibit an offending adult from entering the school grounds to safeguard our school community.

If an incident involving threatening behaviour or abuse does occur, then an incident report form will be completed by the member of the school community against whom the abuse was directed. In the case of this being a pupil, a member of staff may complete the form on their behalf.

#### *Step 1: Verbal Warning*

The Headteacher (or member of SLT) will speak to the person or persons perpetrating such an incident privately. It will be put to them that such behaviour is unacceptable and an assurance will be sought that such an incident will not be repeated. It will be stressed on this occasion that repetition of such an incident will result in further more serious action being taken. If the Headteacher has been subject to abuse this verbal warning will be done by the Chair of Governors (or other appointed independent Governor, if the Chair is involved in the incident in any way).

#### *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 this conduct is unacceptable. As for Step 1, if the Headteacher has been subject to abuse this written warning will be done by the Chair or other appointed Governor.

NB. Any incidents of violent conduct would immediately escalate 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 report any racist or discriminatory incidents to the Local Authority (see Equality Policy). Any act of actual or threatened violence will be referred to the Police immediately.

#### *Step 3: Final written warning*

If a third incident occurs involving the same person or persons, the Chair or other 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 this conduct will leave the Governors no option but to take further action.

#### *Step 4: Governors' Ban Letter*

If such an incident recurs, or if an initial incident is considered serious enough by the Headteacher, the Chair of Governors (or other appointed Governor) would be involved to enforce any action deemed necessary. This may result in a person or persons being excluded from school premises. If necessary, arrangements would be made to drop the child off at the school entrance.

#### *Step 5: Involvement of the Police*

If, following a decision to ban a person from the school premises, that person nevertheless persists in entering school premises and is displaying unreasonable behaviour, the Police will be contacted.

All parents, even if excluded from school premises, still have a right to access school for appointments to speak to school staff about their child's educational progress.

Other members of the public have no right of access to the school premises. In the case of an incident involving another member of the public, Steps 1 and 2 as above will be followed. At Step 3 the Headteacher will write again and at Step 4 the Headteacher will send the banning letter.

### **Conclusion**

Students learn best when there is a positive partnership between home and school. Whilst every effort will be made to work with parents and carers, this will only be possible where parents and carers behave in an acceptable way.

Unfortunately, where a parent's behaviour is either unacceptable or serious it will not be possible to continue working with him/her and, as a final resort, legal action may be taken.

## **Policy of Equality Statement**

The Board of Governors and School is committed to a policy of equality and aims to ensure that no employee, job applicant, pupil or other member of the school community is treated less favourably on grounds of sex, race, colour, ethnic or national origin, marital status, age, sexual orientation, disability or religious belief.

**Date:** **Summer 2020**

**Review date:** **Summer 2022**



