

### **Adopted by the Governing Body of Dunkirk Primary School:**

<b>Approval:</b>	<b>Head Teacher September 25</b>
<b>Review:</b>	<b>September 25</b>
<b>To be reviewed by:</b>	<b>Steve Parry &amp; Rachael Jurkiw</b>
<b>Committee responsible:</b>	<b>P&amp;PC</b>

**This Code of Conduct is an unsigned agreement between the Parent, Carer, Visitor and Dunkirk Primary School.**

At Dunkirk Primary School, we are very proud and fortunate to have a very dedicated and supportive school community. At our school the staff, governors, parents and carers all recognise that the education of our children is a partnership between us.

We expect our school community to respect our school ethos, keep our school tidy, set a good example of their own behaviour both on school premises, online and when accompanying classes on school visits.

In addition, we also expect our parents, carers and visitors to keep our children safe by adhering to the school's request to park safely outside the school gates during morning and afternoon collections and be aware of the language and topics discussed outside the school premises.

As a partnership, we are all aware of the importance of good working relationships and all recognise the importance of these relationships to equip our children with the necessary skills for their education. For these reasons, we will continue to 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 the expected conduct. This is so we can continue to flourish progress and achieve in an atmosphere of mutual understanding.

We are committed to resolving difficulties in a constructive manner, through an open and positive dialogue. However, we understand that everyday misunderstandings can cause frustrations and have a negative impact on our relationships. Where issues arise or misconceptions take place, please contact your child's teacher or the Head teacher, who will be available to meet with you and go through the issue and hopefully resolve it. Where issues remain unresolved, please follow the school's complaints procedure. This is available on the school website or a copy can be requested from the school office.

We ask that parent/carers 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.

This code aims to clarify the types of behaviour that will not be tolerated and seeks parental agreement to these expectations.

The code of conduct also sets out the actions the school can take should this code be ignored or where breaches occur.

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

Disruptive behaviour, which interferes or threatens to interfere with any of the school's normal operation or activities anywhere on the school premises.

- Any inappropriate behaviour on the school premises.
- Using loud or offensive language or displaying temper.
- Threatening in any way, a member of staff, visitor, fellow parent/carers or child.
- Damaging or destroying school property.
- Sending abusive or threatening emails, text/voicemail/phone messages, or other written communications (including social media and class dojo) to anyone within the school community.
- Sending divisive or abusive comments regarding race, gender, disability, culture and / or sexuality in the form of emails, text/voicemail/phone messages, or other written communications (including social media and class dojo) to anyone within the school community
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff/governors at the school on Facebook or other sites
- The use of physical, verbal or written aggression towards another adult or child. This includes physical punishment of your own child on school premises.
- 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 to a child may be seen to be an assault on that child and may have legal consequences)
- Smoking including vaping), taking illegal drugs or the consumption of alcohol on school premises. (Alcohol may only be consumed during authorized events)
- Dogs being brought on to the school premises (other than guide dogs)

Should **any** of the above occur on school premises or in connection with school the school may feel it is necessary to take action by contacting the appropriate authorities or consider banning the offending adult from entering the school premises or having access withdrawn to online school platforms, like Class Dojo.

Thank you for abiding by this code in our school. Together we create a positive and uplifting environment not only for the children but also for all who work and visit our school.

It is important for parents and carers to make sure any persons collecting their children are aware of this policy.

### **What happens if someone ignores or breaks the code?**

In the event of any parent/carers or visitor of the school breaking, this code then proportionate actions will be taken as follows:

In cases where the unacceptable behaviour is considered a serious and potentially criminal matter, the concerns will (in the first instance) be referred to the Police. This will include any or all cases of threats or violence and actual violence to any child, staff or governor in the school. This will also include anything that could be seen as a sign of harassment of any member of the school community, such as any form of insulting social media post or any form of social media cyber bullying. In cases where evidence suggests that behaviour would be tantamount to libel or slander, then the school will refer the matter to Nottingham City Council Legal Team for further action. In cases where the code of conduct has been broken but the breach was not libelous, slanderous or criminal matter, then the school will investigate and may bar the parent/carers. The school will send out a formal letter to the parent/carers with an invite to a meeting with Governors.

If the parent/carers refuses to attend the meeting then the school will write to the parent/carers and ask them to stop the behaviour causing the concern and warn that if they do not they may be barred permanently from the school premises or from school social media platforms. If after this behaviour continues, the parent/carers will again be written to and informed that a bar is now in place.

**Note:** (1) a bar from the school can be introduced without having to go through all the steps offered above in more serious cases.

(2) Site bans will normally be limited in the first instance.

### **Issues of conduct with the use of Social Media**

Most people take part in online activities and social media. It is fun, interesting and keeps us connected.

Within these spaces, however we ask that you use common sense when discussing school life online.

**‘Think before you post’** We ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, school staff, parents or children.

We take very seriously inappropriate use of social media by a parent to publicly humiliate or criticise another parent, member of staff or child.

### **Parent/Carer Concerns**

If parents have any concerns about their child in relation to the school as we have said above they should:

1. 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.
2. Initially contact the class teacher
3. If the concern remains they should contact the Deputy Head teacher
4. If the concerns remains unresolved then the Deputy Head Teacher will inform and involve the Head Teacher
5. If still unresolved, the school governors through the complaints procedure

They should not use social media as a medium to air any concerns or grievances.

### **Online activity, which we consider inappropriate:**

- Identifying or posting images/videos of children
- Abusive or personal comments about staff, governors, children or other parents
- Divisive or abusive comments regarding race, gender, disability, culture and / or sexuality
- Bringing the school in disrepute
- Posting defamatory or libelous comments
- Emails circulated or sent directly with abusive or personal comments about staff or children
- Using social media to publicly challenge school policies or discuss issues about individual children or members of staff



## **Parent/ Carer Code of Conduct**

- Threatening behaviour, such as verbally intimidating staff, or using bad language
- Breaching school security procedures

At our school, we take our safeguarding responsibilities seriously and will deal with any reported incidents appropriately in line with the actions outlined above.