



**KINGSTONE ACADEMY TRUST
APPROVED DOCUMENT**

Code of Conduct for Parents & Carers	
Relevant School/s:	KHS & KTPS
Policy Officer:	E Vigus / L Butler
Approval:	Delegated
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Next Review:	3 years
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Our Staff have the right to be treated with dignity and respect at all times.

They should be able to do their jobs without being abused.

Most people respect this.

Any abuse towards a member of staff either in person or by telephone or email will NOT be tolerated.

1. Purpose and Scope

At Kingstone Academy Trust (KAT), we believe it's important to:

- Work in partnership with parents to support their child's learning
- Create a safe, respectful and inclusive environment for pupils, staff and parents
- Model appropriate behaviour for our pupils at all times

To help us do this, we set clear expectations and guidelines on behaviour for all members of our community. This includes staff (through the staff code of conduct) and pupils (through our behaviour policy).

This code of conduct aims to help the school work together with parents by setting guidelines on appropriate behaviour.

We use the term 'parents' to refer to:

- Anyone with parental responsibility for a pupil
- Anyone caring for a child (such as grandparents or child-minders)

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

2. Our Expectations of Parents and Carers

Kingstone Academy Trust is fortunate to have a very dedicated and supportive school community of staff, trustees, parents and carers. We recognise that the education of our students is a partnership between us and welcome and encourage parents and carers to participate in the life of our schools. Together we create a positive and uplifting environment not only for the students but also all who work and visit our schools.

We expect parents, carers and other visitors to:

- Respect the ethos, vision and values of our schools

- Work together with staff in the best interests of our pupils
- Treat all members of the school community with respect – setting a good example with speech and behaviour
- Seek a peaceful solution to all issues
- Correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct
- Approach the right member of school staff to help resolve any issues of concern

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.

3. Behaviour that will not be tolerated

This code aims to clarify the types of behaviour that will not be tolerated and sets out the actions the Academy can take should this code be ignored or where breaches occur.

- Disrupting, or threatening to disrupt, school operations (including events on the school grounds and sports team matches)
- Swearing, or using offensive language
- Displaying a temper, or shouting at members of staff, pupils or other parents
- Threatening another member of the school community
- Use of physical punishment against your child while on school premises
- Any aggressive behaviour (including verbally or in writing) towards another child or adult
- Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention
- Smoking or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the school premises (other than assistance dogs)
- Recording members of staff using mobile devices without explicit consent

3.1 Conduct with the use of Social Media

The Academy schools and their respective PTAs have Facebook pages which allow parents to receive and respond to messages about school events. We encourage you to positively participate if you wish. 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 schools, 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.

We will not tolerate:

- Sending abusive messages to another member of the school community, including via text, email or social media
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms

4. Breaches to the Code of Conduct

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

If the school suspects, or becomes aware, that a parent has breached the code of conduct, the school will gather information from those involved and speak to the parent about the incident.

Depending on the nature of the incident, the school may then:

- Send a warning letter to the parent
- Invite the parent into school to meet with a senior member of staff or the Headteacher / CEO
- Contact the appropriate authorities e.g. police (in cases of criminal behaviour)
- Seek advice from the trust's legal team regarding further action (in cases of conduct that may be libellous or slanderous)
- Ban the parent from the school site

The school will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the code of conduct rests with the Headteacher / CEO.

The Headteacher / CEO will consult the Chair of Trustees before banning a parent from the school site.