



**Asfordby
Captain's Close**
Primary School

Parent/Carer code of conduct

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1. Purpose and scope

At Captains Close Primary School, we believe it's important to:

- Work in partnership with parents and carers 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 and carers by setting guidelines on appropriate behaviour.

2. Our expectations of parents and carers

We expect parents, carers, and other visitors to:

- Respect the ethos, vision, and values of our school.
- Understand that both teachers and parents need to work together for the benefit of their children.
- Treat all members of the school community with respect and courtesy, 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, to follow the complaints policy where required.
- Follow school procedures governing entry and behaviour on school grounds, including any restrictions that may be imposed.
- To read and abide by this Code of Conduct for Parent/Carer and Visitor.

3. Behaviour that will not be tolerated

- 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.
- Sending abusive messages or emails to a 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 or in WhatsApp groups.
- The use of physical punishment against your child on school premises will be reported through our normal safeguarding procedures
- Any aggressive behaviour (including verbally or in writing) towards another child or adult.
- Approaching and/or disciplining another person's child – please bring any behaviour incidents to a member of staff's attention.
- Smoking, vaping or being under the influence of alcohol or drugs whilst on school property.
- Damaging or destroying school property.
- Bringing dogs onto the school premises (other than assistance dogs).
- Vexatious or persistent contact with the school.

We recognise that the above list is not exhaustive and the Headteacher and Trust Senior Management reserves the right to include additional behaviours as and when deemed necessary.

4. Breaching the code of conduct

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

Depending on the nature of the incident, the school response will be one of the following:

- A verbal reminder on what is considered acceptable behaviour by the school.
- A written reminder on what is considered acceptable behaviour by the school.
- Invite the parent into school to meet with a senior member of staff or the headteacher.
- Impose conditions on the parents' access or contact with the school and its employees.
- Ban the parent from the school site for a limited time.
- Ban the parent from the school site permanently.
- Contact the appropriate authorities where there is a case of criminal behaviour.

- Seek advice from the trust's legal team regarding further action (in cases of conduct that may be libellous or slanderous).

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

The headteacher will consult with a Senior Leader from the Trusts Central Team before banning a parent from the school site.