Ysgol Bryn Deva

Parent / Carer Code of Conduct

Date	Review Date	Coordinator	Nominated Governor
10.02.2022	Feb 2023	Karen Burrows	Governing Body

We believe this policy should be a working document that is fit for purpose, represents the school ethos, enables consistency and quality across the school and is related to the following legislation:

- Education Act 1996
- Protection from Harassment Act 1997
- Children Act 2004
- Safeguarding Vulnerable Groups Act 2006
- Equality Act 2010
- Children and Families Act 2014

The following documentation is also related to this policy:

- Dealing with Allegations of Abuse against Teachers and other Staff: Guidance for Local Authorities, Headteachers, School Staff, Governing Bodies and Proprietors of Independent Schools (DfE)
- Equality Act 2010: Advice for Schools (DfE)
- Keeping Children Safe in Education: Statutory Guidance for Schools and Colleges (DfE)
- Working Together to Safeguard Children: A Guide to Inter-agency Working to Safeguard and Promote the Welfare of Children
- Race Disparity Audit - Summary Findings from the Ethnicity Facts and Figures Website (Cabinet Office)
- Wales Safeguarding Procedures (2020)

We believe that it is essential to involve and engage with parents, as much as possible, in all aspects of school life as we realise they have an important role to play in their children's education. For parents being 'involved' will mean anything from communicating with the school; cooperating over discipline, attendance and homework; taking an interest in their children's work and visiting the school; being actively involved in the target setting process of their children; coming to parents' meetings and talking about issues, and to attending social and fundraising activities.

We expect all parents/carers and other visitors to be behave in a reasonable and acceptable manner towards all school personnel and pupils at all times. In the event of continued acts of verbal abuse or other anti-social behaviour on school premises we will consider reviewing our 'open-door' policy and may ban parents/carers from entering school without an appointment.

The school website and the school handbook clearly state that it is an offence for any person(s) under section 547 of the Education Act 1997 to cause a nuisance or disturbance on school

© National Education Group Ltd

premises. Parents must be aware that school premises are private property and they have been granted permission by the Governing Body to be on school premises.

We expect all parents / carers and visitors to respect the caring ethos, values of the school, pupils and school personnel and not to:

- smoke, consume alcohol or take drugs whilst on school property;
- bring dogs or any other animal in to the school grounds;
- cycle in the school grounds;
- damage or destroy school property;
- use disruptive behaviour;
- use offensive language or malicious comments;
- use racist comments;
- use intimidating behaviour;
- incite others;
- threaten another adult or child;
- use physical aggression towards another adult or child;
- use physical punishment against their own child on school premises;
- approach or chastise another child;
- use social media to make defamatory comments about the school, school personnel, pupils, or governors;
- send abusive or threatening emails;
- misuse their mobile phone by sending abusive or threatening text messages / voice mails or phone messages;
- misuse their mobile phone by taking pictures/images of learners on the school premises
- send abusive or threatening letters.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality.

We all have a responsibility to ensure equality permeates in to all aspects of school life and that everyone is treated equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We want everyone connected with this school to feel safe, secure, valued and of equal worth.

We aim for all our standards, for pupils are higher than schools of a similar size and that standards continue to improve on an annual basis. We believe we will achieve this by having in place a home-school agreement that all parents have signed up to and to abide by the parent / carer code of conduct.

© National Education Group Ltd

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

Aims

- To ensure all pupils achieve their full potential by working in partnership with parents and other stakeholders.
- To ensure the behaviour of parents/carers is acceptable and does not put the safety and wellbeing of pupils and school personnel in jeopardy at any time.
- To ensure parent / carers abide by the code of conduct.
- To ensure compliance with all relevant legislation connected to this policy.
- To work with other schools and the local authority to share good practice in order to improve this policy.

Responsibility for the Policy and Procedure

Role of the Governing Body

The Governing Body has:

- appointed a member of staff to be responsible for Health and Safety;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring full compliance with all statutory responsibilities;
- responsibility for ensuring that the school complies with all equalities legislation;
- responsibility for ensuring funding is in place to support this policy;
- make effective use of relevant research and information to improve this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility for ensuring all policies are made available to parents;
- the responsibility of involving the School Council in:

  ☐ determining this policy with the Governing Body;
  ☐ discussing improvements to this policy during the school year;
  ☐ organising surveys to gauge the thoughts of all pupils;
  ☐ reviewing the effectiveness of this policy with the Governing Bod

  - Having a supportive Governing body who;

  ☐ visit the school regularly;
  ☐ work closely with the Headteacher and the coordinator;
  ☐ ensure this policy and other linked policies are up to date;
  ☐ ensure that everyone connected with the school is aware of this policy;
  ☐ attend training related to this policy;
  ☐ report to the Governing Body every term;
  ☐ annually report to the Governing Body on the success and development of this policy.

© National Education Group Ltd

- responsibility for celebrating the effort, success achievements of pupils and school personnel;
- responsibility for the effective implementation, monitoring and evaluation of this policy.

Role of the Headteacher

The Headteacher will:

- work in conjunction with the Senior Leadership Team to ensure all school personnel, pupils and parents are aware of and comply with this policy;
- ensure risk assessments are:

  ☐ in place and cover all aspects of this policy;
  ☐ accurate and suitable;
  ☐ reviewed annually;
  ☐ easily available for all school personnel.

- employ a range of sanctions against any parent who has broken the Parent/Carer Code of Conduct and continues to demonstrate unacceptable behaviour:

☐	Stage 1:	A polite verbal warning.
☐	Stage 2:	A formal written warning if a parent continues to demonstrate unacceptable behaviour.
☐	Stage 3:	A second formal written warning if the behaviour continues but stating that if the bad behaviour continues then the parent will be barred from the school.
☐	Stage 4:	Parent is banned from the school and will have to make alternative arrangements for bringing their children to and from school. Parents have the right of appeal by writing to the Chair of Governors within ten days of being banned from the school.

- work closely with the link governor and coordinator;
- provide leadership and vision in respect of equality;
- make effective use of relevant research and information to improve this policy;
- provide guidance, support and training to all staff;
- make effective use of relevant research and information to improve this policy;
- monitor the effectiveness of this policy by speaking with pupils, school personnel, parents and governors;
- annually report to the Governing Body on the success and development of this policy.

© National Education Group Ltd

Role of School Personnel

School personnel will:

- comply with all aspects of this policy;
- take reasonable care of themselves and others whilst at work;
- work with the Headteacher on the Risk Assessment process
- undertake training in:

  - ☐ school safety and security procedures;
  - ☐ personal safety awareness, basic breakaway techniques and safe methods of work;
  - ☐ identifying and dealing with potentially difficult situations;
  - ☐ physical restraint if deemed necessary.

- report any incident of violence and aggression;
- ensure that all incidents are reported to the Headteacher;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;
- report any concerns they have on any aspect of the school community.

Role of Pupils

Pupils will promote a positive image of the school and themselves by:

- being aware of and comply with this policy;
- being encouraged to work in partnership with the school by making decisions and exercising choice in relation to their educational programme;
- treating others, their work and equipment with respect;
- supporting the school Code of Conduct and guidance necessary to ensure the smooth running of the school;
- liaising with the school council;
- taking part in questionnaires and surveys.

Role of Parents/Carers

Parents/carers will:

- be aware of and comply with this policy;
- work in partnership with the school;
- be aware of the Parent/carer Code of Conduct;
- comply with this policy for the benefit of their children;
- be asked to take part periodic surveys conducted by the school;

© National Education Group Ltd

- support the school Code of Conduct and guidance necessary to ensure smooth running of the school

Raising Awareness of this Policy

We will raise awareness of this policy via:

- School Handbook/Prospectus;
- School website;
- Staff Handbook;
- Meetings with parents such as introductory, transition, parent-teacher consultations and periodic curriculum workshops;
- School events;
- Meetings with school personnel;
- Written communications with home such as weekly newsletters and of end of half term newsletters;
- Annual report to parents;
- Headteacher reports to the Governing Body;
- Information displays in the main school entrance;
- Email
- Social media:
  - ☐ Twitter
  - ☐ Schoop

Training

We:

- have in place appropriate training for this policy that is undertaken by a registered training provider that covers:
  - ☐ All aspects of this policy
  - ☐ Parent Involvement
  - ☐ Home-School Agreement
  - ☐ Health and Safety
  - ☐ School Security
  - ☐ Safeguarding and Child Protection
  - ☐ Parent and Community Use of Social Media
  - ☐ Complaints
  - ☐ Equal opportunities
  - ☐ Inclusion
- ensure the content of all training is correct, delivered well and engages staff as we believe that the more engaging training is, the better the outcomes that we need to measure;
- have in place evidence for all staff:
  - ☐ that highlights the knowledge gaps in the training;
  - ☐ that shows how those knowledge gaps were corrected

© National Education Group Ltd

Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

Race Disparity Audit

We acknowledge the findings of the Race Disparity Audit that clearly shows how people of different ethnicities are treated across the public services of health, education, employment and the criminal justice system.

The educational section of the audit that covers: differences by region; attainment and economic disadvantage; exclusions and abuse; and destinations, has a significant importance for the strategic planning of this school.

Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated governor.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement.

Linked Policies

- Complaints
- Health and Safety
- Home-School Agreement
- Safeguarding and Child Protection

© National Education Group Ltd

Ysgol Bryn Deva

See Appendices Documents section on Policies for Schools Website

- Frequency of Policy Monitoring
- Monitoring Implementation and Policy Effectiveness Action Plan
- Initial Equality Impact Assessment
- Policy Evaluation
- Policy Approval Form

We believe this school policy:

- is an essential part of the school;
- supports staff in managing certain situations;
- forms an important framework that will ensure consistency in applying values and principles throughout the establishment;
- provides guidance, consistency, accountability, efficiency, and clarity on how the school operates;
- provides a roadmap for day-to-day operations;
- ensures compliance with laws and regulations, gives guidance for decision-making, and streamlining internal processes;
- is designed to influence and determine all major decisions, actions and all activities taking place within the boundaries set by them;
- stems from the school's vision and objectives which are formed in strategic management meetings

Headteacher:		**Date:**	
Chair of Governing Body:		**Date:**	

© National Education Group Ltd