

# Greenfields Federation

Littlehaven Infant School and Northolmes Junior School



## Growing Together, Aiming High

Our vision at Greenfields Federation is that we will work together as a community to ensure all pupils achieve their best and everyone feels valued and respected. We will prioritise the well-being of our children and have high expectations for behaviour. We will create an inspiring and motivating learning environment where all children can deepen their knowledge, acquire new skills and develop as well-rounded, happy, confident individuals.

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## Code of Conduct for Parents, Carers and Visitors

Review date: September 2023  
Ratified by the Governing Body:  
Next review: September 2025 (or before if guidance changes)

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We are very proud of our friendly, family orientated infant and junior schools. We take great care to treat and value each child as an individual and believe that good manners and consideration for others are very important qualities which help to prepare our children for active participation in their community. We believe parental engagement and support is crucial to the success of a child's education and for this reason we welcome and encourage parents and carers to participate fully in the life of our schools.

The purpose of this Code of Conduct is to provide a reminder to all parents, carers and visitors about the conduct expected of them to ensure a safe, positive and inclusive environment for our children. This policy complements the Federation Behaviour Principles and Behaviour Policy.

### We expect parents, carers and visitors to show respect and consideration for others by:

- Supporting the core values of our schools by treating all members of the school community with respect, using appropriate language and behaviour both on the schools' premises and in their immediate vicinity;
- Ensuring your child arrives at school on time, to avoid disruption to their own learning and that of the entire class;
- Working together with school staff for the benefit of the children;
- Approaching the school to help resolve any issues of concern;
- Promoting good behaviour of your own child/ren at all times, especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour;
- Respecting the school environment, including keeping the school tidy by not littering, keeping children off of school equipment and ensuring scooters and bicycles are not used on the school grounds;
- Parking carefully and safely, avoiding parking or stopping on the zigzag and double yellow lines or over crossing places or neighbours' driveways;

### In order to support a safe and positive school environment, the schools will not tolerate:

- Disruptive or other inappropriate behaviour which interferes with teaching, learning or administration within the schools or breaches our safeguarding policies;
- Using loud and/or offensive language or displaying temper;
- Threatening, aggressive or intimidating behaviour towards another adult or child;

Show **Respect**, develop **Independence**, show **Perseverance**, be **Reflective** and **Work Together**.

- Sending abusive, threatening or damaging emails, text/voicemail/phone messages to anyone within the school community;
- Defamatory, offensive or derogatory comments regarding the school or anyone within the school community on social media (see Appendix);
- Damaging or destroying school property;
- Smoking, using e-cigarettes ('vaping') or being under the influence of alcohol or drugs on the school premises (alcohol may only be consumed during authorised events);
- Bringing animals onto school grounds for health and safety reasons, unless it is for educational purposes or with the prior permission of the Headteacher.

Parents, carers and visitors are allowed on the schools' premises by permission of the schools. The headteacher and the governing body may ban an adult from entering school grounds to safeguard our school community. Adverse behaviour may be reported to the police or appropriate authority.

We are committed to resolving difficulties in a constructive manner. If an issue arises:

- Contact the class teacher.
- If the concern remains, contact the headteacher.
- If still unresolved, contact the governing body through the Complaints Procedure (available on the schools' websites or can be requested from the school offices).

This policy was discussed with parents from both schools at the Parents' Forum in June 2018. It will be reviewed by the governing body every two years.

**Related Documents:**

- Anti-Bullying Policy
- Behaviour Policy
- Behaviour Principles
- Equality Policy
- Safeguarding Policy

## **Appendix:**

### **Inappropriate use of Social Media**

We ask that social media, whether public or private, should not be used to fuel campaigns or voice concerns or grievances against the schools. We take very seriously inappropriate use of social media by a parent to publicly humiliate or criticise another parent, member of staff, governor or child.

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

- Identifying or posting images/videos of children
- Abusive or personal comments about staff, governors, children or other parents
- Bringing the school in disrepute
- Posting defamatory or libellous 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
- Threatening behaviour, such as verbally intimidating staff, or using bad language
- Breaching school security procedures
- Any inappropriate behaviour that breaches school safeguarding and online safety policies

Any concerns you have must be made through the appropriate channels (see main policy) so they can be dealt with fairly, appropriately and effectively for all concerned.