



PARENT/VISITOR CODE OF CONDUCT

MOTTO AND MISSION STATEMENT

Be who God meant you to be and you will
set the world on fire

Commitment to Equality:

We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.

Date approved by SCoS Directors	2 nd September 2020
Board Review date	September 2021
Body responsible for review	Board of Directors Compliance Committee

This Parent & Visitor Code of Conduct has been approved and adopted by St Catherine of Siena Catholic Multi-Academy Company on 2nd September 2020 and will be reviewed in September 2021.

Signed by Director of St Catherine of Siena MAC:

Signed by CSEL for Central Team:

Academies to which this policy relates:

Signed by Principal for – St Francis Xavier Catholic Primary School:

Signed by Principal for – Our Lady & St Hubert’s Catholic Primary School:

Signed by Principal for – St Gregory’s Catholic Primary School:

Signed by Principal for – St Philip’s Catholic Primary School:

1. RATIONALE

St Catherine of Siena Catholic Multi Academy Company is very fortunate to have supportive and friendly parents. Our parents recognise that educating children is a process that involves a strong partnership between parents, teachers and the school community. As a partnership, our parents understand the importance of good working relationships to provide children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents to participate fully in the life of our academies.

We believe staff, parents and children are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to any member of our MAC community is contrary to the aims of the Multi Academy Company.

The purpose of this policy is to remind parents and visitors to our schools about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual respect and understanding.

2. GUIDANCE

As well as following the guidance set out in our Home-School Agreements, we expect parents and visitors to:

- Follow our academies' safeguarding procedures, to ensure that everyone is protected from harm and **immediately** report anything that they believe is putting anyone at risk
- Respect and demonstrate the ethos of our academies in line with the St Catherine of Siena Catholic MAC and individual academy's Mission Statements
- Set a good example to pupils at all times, demonstrating to them how to get along with all members of the school and wider community
- Understand that both teachers and parents need to work together for the benefit of their children
- Demonstrate that **all** members of the academy community should be treated with mutual respect and therefore set a good example in their own speech and behaviour
- Seek to clarify a pupil's version of events with the academy's view in order to bring about a peaceful solution to any issue
- Correct their own child's behaviour especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour
- Approach the academy to help resolve any issues of concern
- Avoid using staff as threats to admonish pupil's behaviour

- Not raise concerns relating to members of staff in front of pupils
- Park safely, legally and responsibly in our local communities and to not use the academy drive when dropping off or collecting children at any time

In order to support a peaceful and safe environment our academies will not tolerate parents and visitors exhibiting any of the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the academy grounds including after school activities
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper or aggressive behaviour
- Threatening to do actual bodily harm to a member of academy staff, academy representative, visitor, fellow parent or pupil regardless of whether or not the behaviour constitutes a criminal offence
- Damaging or destroying academy property
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication
- Defamatory, offensive or derogatory comments regarding the Multi Academy Company, individual academy or any of the pupils/parents/staff at the academy on Facebook, Whatsapp or any other social media sites. Any concerns you may have about the academy must be made through the appropriate channels by speaking to the class teacher or the Principal in the first instance, so they can be dealt with fairly, appropriately and effectively for all concerned.
- The use of physical aggression towards another adult or child including your own child/ren
- Taking matters of concern into their own hands by 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)
- Contacting other parents or staff employed or volunteering within school to gain information about their own and/or other children in school
- Smoking, vaping and consumption of other drugs or alcohol whilst on school property (with the exception of school based PTA events if there is a legal licence for the consumption of alcohol)
- Dogs being brought on to any areas of the academy premises (the only exception being guide/assistance dogs)

How St Catherine of Siena Catholic MAC will respond to behaviour that is unacceptable under this code of conduct

Should **any** of the above behaviour occur on academy premises, the academy will establish the facts and attempt to remedy the situation through a meeting with the Principal/ Vice Principal. We will raise our concerns and gain reassurance that the conduct will not be repeated.

In some cases, the academy will seek the advice of the Local Authority before responding to the unacceptable conduct. This may lead to the academy, or the Local Authority acting on behalf of the school, writing to the individual concerned to make it clear that their conduct is unacceptable and warning them that further action will be taken if it is repeated, which may result in the individual being barred from the academy premises. The individual concerned is entitled to make representations to the Local Academy Committee about the letter and the warning given.

Any behaviours that are deemed unacceptable may result in the Police being informed. The MAC reserves the right to take any necessary actions to ensure that members of our community are not subjected to abuse. Academy premises are private property and parents have been granted permission from the academy to be on academy premises. However, in case of abuse or threats to staff, pupils or other parents, the academy may ban parents from entering academy premises. Please note that incidents of rudeness and disrespectful behaviour will be logged.

We trust that parents and visitors will assist our academies with the implementation of this policy and we thank you for your continuing support of the wider St Catherine of Siena Catholic MAC family.