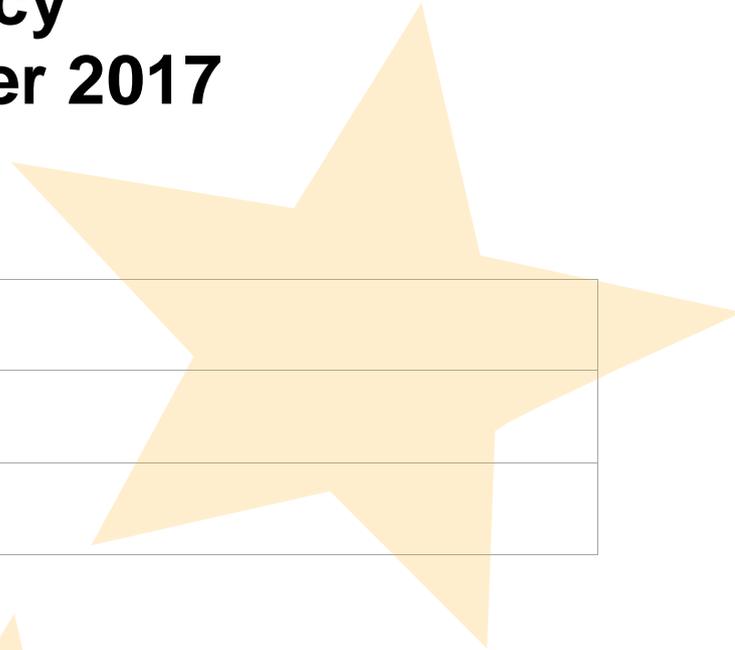




Parents Code of Conduct Policy November 2017



Approved by:

Date:

Next review date:



1. Introduction

There is no statutory requirement for schools to publish their expectations about how visitors, including parents, should behave or conduct themselves whilst on the school site, however, it is good practice to do so. Therefore, following the recommendations from S&GS we will display these expectations in the policies section of our school's website (www.longwill.bham.sch.uk).

For the purpose of this guidance, S&GS refers to these expectations as a 'Code of Conduct' for visitors (a Code), but as a school we are encouraged to tailor this policy to fit the requirements of our own establishment.

2. Parents Code of Conduct

2.1 introduction

Our school provides an environment which is a safe, caring environment for all. Our school's 'Local Offer' (which can be found on our website) outlines how we ensure that this aspiration is put in place (See appendix 1). Longwill School is a community maintained primary special school. We offer families who have a profoundly Deaf child from two and a half to 11 years old a safe and happy environment in which to learn. Pupils are in a rich linguistic and cultural sign bilingual environment. We immerse Deaf pupils in an environment rich in high quality BSL, spoken and written English to support their language and communication skills. Some pupils may have additional needs over and above their deafness. At Longwill School we are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating Deaf children is a process that involves partnership between parents, class teachers and the school and the Deaf community. As a partnership, our parents will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school. The purpose of this policy is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

2.2 Purpose

The Code sets out to all parents, carers and visitors, the school's expectations of behaviour whilst on the school premises or when interacting with the school's pupils and staff, wherever the location.

2.3 The school's ethos and values

Our school ethos and values underpin our expectations for the behaviour of all members of our school community as well as that of all parents and visitors to school. Our mission statement says: Longwill has a strong commitment to realising and celebrating the potential of our Deaf bilingual pupils. This underpins our vision, plans and action to improve and develop learning. Everyone in school has a sense of purpose, a passion for lifelong learning and a responsibility for his/her own development. Each child is viewed holistically and places a strong emphasis on personalised learning. Each and every member of the school is of equal worth. Tolerance, good behaviour and respect are therefore crucial.

We want independent free thinkers, ready for 21st century life, capable of embracing the technology of tomorrow, who are adaptable, self-reliant resourceful and tolerant of change and who can contribute to the wider community.

Longwill is a bilingual, bicultural learning environment, which strives to support and develop the communication needs and abilities of its members so that the pupils are equipped to function effectively within both the Hearing and the Deaf world; proud of their heritage and confident to move freely in whichever world they choose.

Our values and ethos is underpinned by the UN Convention of the Rights of the Child. In particular, as a Rights Respecting School we believe that:

- All adults should do what is best for the child (Article 3)
- All children have a right to be protected from being hurt and mistreated in body or mind (Article 19)

2.4 What the school expects of visitors

The School and its staff will:

- Treat visitors to our school site with respect to which they are entitled;
- Ensure that visitors to our school site are supervised, where necessary;
- Check the identity of contractors, workers and other visitors to our school site, as necessary;
- Act in accordance with our safeguarding policy (see the school's website); and
- Do all that they reasonably can to ensure that our school site is a safe and welcoming learning and working environment.

All visitors to our school, and interacting with our pupils and staff, are expected to behave calmly, politely and respectfully as well as following the guidance set out in our Home-School Agreement (if they are a parent). This means that visitors must:

- treat our school population, environment and property with respect;
- follow our school rules, protocols and any instructions given by school staff;
- report anything that puts anyone on our site at risk to a member of our staff;
- accept that they are responsible for their child's behaviour and safety, whilst the child is in their care, even when they are on our school premises.

Also, visitors are expected to respect the caring ethos of our school

- Understand that both teachers and parents need to work together for the benefit of their children.
- Demonstrate that all members of the school community should be treated with respect and therefore set a good example in their own communication and behaviour.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Approach the school to help resolve any issues of concern.

2.5 Examples of behaviour and conduct that the school views as unacceptable

In order to support a peaceful and safe school environment the school cannot tolerate parents, carers and visitors exhibiting the following. This may include, but is not limited to:

- disruptive behaviour;
- aggressive or threatening speech or behaviour e.g. by swearing, threatening or shouting at others, taking an aggressive stance, threatening to strike someone or assaulting another person;
- damaging school property;
- behaviour that could be considered racist, sexist, homophobic or similarly offensive in some other way;
- smoking, vaping or being under the influence of alcohol or drugs whilst on our school site;
- bringing animals on to our school site, other than guide dogs;
- being in possession of weapons of any kind;
- refusing to follow the reasonable instructions of our staff.
- Any other behaviour that could reasonably be considered to be inappropriate. Should any of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if necessary, even ban the offending adult from entering the school grounds. We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support of the school.
- In addition, unacceptable behaviour also includes any communication with a member of our school's community that is malicious, threatening or abusive, including in person, over the telephone or in writing, e.g. by letter, email or any other electronic format, such as social media, regardless of whether it takes place on the school premises.

2.6 How the school will respond to unacceptable behaviour and conduct

In most cases the school will attempt to informally remedy the situation by speaking with the individual concerned, privately. There may be no further action.

Where there is any dispute over what has occurred, or if the alleged incident is complex or serious, the school will conduct a formal investigation in order to establish the facts and determine what action should be taken, if any.

If Longwill School decides that a visitor's behaviour has been unacceptable the school or, in some cases the Local Authority on the school's behalf, may decide to:

- Informally, i.e. verbally, warn the visitor about their behaviour;
- Formally, i.e. in writing, warn the visitor about their behaviour;
- Ban the visitor from the premises for a specified period; or
- Report the behaviour to the Police.

Visitors will be entitled to make representations to the governing board, in line with the school's complaints procedure, if they disagree with the decision reached by the school.

2.7 A contact for enquiries

Mrs Alison Carter, (Headteacher) can be contacted by phone or letter (0121 475 3923).

3. Related non-statutory advice and guidance

- **Department for Education (DfE) Advice on school security: Access to, and barring of individuals from, school premises** - (for local authorities, school leaders and school staff) December 2012
<https://www.gov.uk/government/publications/school-security>
- **Equality Act 2010**
<https://www.gov.uk/guidance/equality-act-2010-guidance>
- **DfE Best Practice Advice for School Complaints Procedures 2016** (for maintained schools, maintained nursery schools and local authorities) - January 2016
[https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/489056/Best Practice Advice for School Complaints 2016.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/489056/Best_Practice_Advice_for_School_Complaints_2016.pdf)
- **S&GS Framework School Complaints Procedure (available to subscribing schools on request)**
- **National Association of Headteachers (NAHT) guidance for leaders in 'Managing Violent and Abusive Visitors to Schools' (June 2016)**
<http://www.naht.org.uk/welcome/advice/advice-home/governance-and-infrastructure-advice/managing-violent-and-abusive-visitors-to-schools/>
- **What maintained schools and academies should publish on-line**
<https://www.gov.uk/guidance/what-maintained-schools-must-publish-online>
<https://www.gov.uk/guidance/what-academies-free-schools-and-colleges-should-publish-online>

Email address for enquiries school.support@birmingham.gov.uk

Questions and concerns about this Code

Longwill School is grateful for the support that it receives from all our visitors in maintaining its caring and safe learning and working environment, so any feedback that you may have about the content of this Code, is welcomed.

Please direct any feedback or questions about the Code to the school office who will refer your comments on to an appropriate member of staff.

This policy will be reviewed in 3 years (or sooner if deemed necessary)