



Boxgrove
Primary
School

Boxgrove Lane, Guildford, Surrey GU1 2TD

Co-Headteachers:

Mrs Alison Fitch BA (Hons) QTS & Mrs Rebecca Stacey BA (Hons) QTS

Parent/Carer/Contractor/Visitor Code of Conduct

At Boxgrove we want every child to:

- Love learning
- Find their strengths
- Achieve more than they thought possible

CODE OF CONDUCT

At Boxgrove Primary School we value our strong relationship with parents and carers. Working closely together helps us to achieve the very best for the children who attend Boxgrove.

All members of our partnership (parents, teachers and visitors) should understand the importance of a good working relationship to equip children with the necessary skills for now and for the future. To this end, we welcome and encourage parents, carers and volunteers to participate fully in the life of the school.

The relationship between home and school must be based upon principles of care, integrity, trust and mutual respect. All members of our partnership must work to maintain the relationship so that children feel safe at all times and not subject to uncertainty or anxiety about the adults around them (see Child Protection policy).

GUIDANCE

Holding the above principles in mind, parents, carers and visitors are reminded:

- To respect the caring ethos and values of the school
- That both teachers and parents need to work together for the benefit of their children
- To approach staff for help to resolve an issue in an appropriate manner
- That all members of the school community should be treated with respect using appropriate language and behaviour
- To correct their child's actions especially where it could lead to conflict, aggressive or unsafe behaviour – both on and off the school premises
- To use other strategies rather than using 'staff' as threats to admonish their children's behaviour.

In order to support a peaceful and safe school environment, the school will not tolerate parents, carers or visitors who exhibit the following:

- Disruptive behaviour which interferes or threatens to interfere with any of the schools operation or activities anywhere on the school premises
- Any inappropriate behaviour on the school premises
- Using loud or offensive language or displaying temper
- Threatening, in any way, a member of school staff, visitor, fellow parent/carer or pupil
- Damaging or destroying school property
- Sending abusive or threatening e-mails or text/voicemail/phone messages or other written communications to anyone within the school community
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff, at the school on Facebook or other social sites
- The use of physical or verbal aggression towards another adult or child. This includes physical punishment against your child on school premises
- 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).
- Smoking, taking illegal drugs or the consumption of alcohol on school premises. (Alcohol may only be consumed during authorised events)
- Dogs being brought onto school premises (other than guide/support dogs – small dogs may be carried).

Should **any** of the above occur on school premises the school may feel it is necessary to take action by contacting the appropriate authorities and/or sadly, consider banning the offending adult from entering the school premises.

USE OF MOBILE PHONES

Effective guidance is in place to avoid the use of mobile phones causing unnecessary disruptions and distractions within our school and to ensure effective safeguarding practice is promoted to protect against potential misuse. In the interests of equality, and to further promote safety, the guidance applies to any individual who has a mobile phone on site, including children, parents and visitors, as detailed below:

- Children are not permitted to have their phone about their person. The phone must be handed to their classteacher at the start of the day and collected at the end of the day from them. The phone must be switched off or put on silent. This also applies to after school activities
- During the school day parents, visitors and contractors are requested not to use their mobile phones in any area where children are present and all phone should be handed in to the School Office
- During morning drop-off and pick-up we would ask parents/carers to refrain from using their phones unless absolutely necessary
- We ask that all volunteering parents, visitors and contractors place their mobile phone in the School Office.

INAPPROPRIATE USE OF SOCIAL NETWORK SITES

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents or pupils.

The Department for Education/Government and Local Governing Body of Boxgrove considers the use of social media websites being used in this way as unacceptable. Any concerns you may have about the school or your child/children must be made through the appropriate channels by speaking to the Classteacher, the Headteacher or the Chair of Governors, where they will be dealt with fairly, appropriately and effectively for all concerned.

Libellous or Defamatory posts

In the event that any pupil or parent/carer of a child/children at Boxgrove Primary School is found to be posting libellous or defamatory comments on Facebook or other social networking sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report contact or activity which breaches this. The school will also expect that any parent/carer or pupil removes such comments immediately.

Cyber Bullying

We take very seriously the use of cyber bullying by one child or a parent to publically humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident.

The school will also consider its **legal options** to deal with any such misuse on social networking and other sites.

Thank you for abiding by this policy in our school. Together we can create a positive and uplifting environment not only for the children but also all who work and visit our school.

Note: *Can parents please ensure they make all persons responsible for collecting their children aware of this policy.*