Skegness Grammar School Code of Conduct for Parents, Carers and Visitors

At Skegness Grammar School, we believe pupils learn best in a safe and supportive environment based on respect and trust, underpinned by an effective partnership between parents, staff and the wider community. High standards of behaviour are required of pupils, and staff are expected to act professionally at all times. Our parents and carers understand the importance of a good working relationship to equip children with the necessary skills for adulthood and we value the contributions parents/carers make with their participation in the life of our academy.

It provides a reminder to all parents, carers and visitors to our academy about the conduct expected of them. It sets out both what they should aim to do, and details conduct which will not be tolerated. This code complements the Trust's
'Complaints Policy' which is designed to handle complaints in a sensitive and mutually supportive manner
(see the academy website or contact the academy office).

We expect parents, carers and visitors to:

- Respect and model the caring ethos of our academy whenever on academy premises or when communicating directly with the academy.
- Understand that academy staff and parents need to work together for the benefit of all.
- Demonstrate that all members of the academy community should be treated with tolerance and respect and therefore set a good example in their own speech, conduct and behaviour.
- Approach the right member of academy staff to help resolve any issues of concern, following up if an appropriate response has not been received. In the first instance this should be via the child's tutor.
- Adopt reasonable expectations for staff response to communications received (3 working days).
- Seek to clarify a child'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.
- Understand that parents/carers and the academy need to work together for the benefit of their child.
- Follow academy parking rules when dropping off or collecting students or visiting the academy during the day.
- Contact the academy to discuss any reasonable adjustments required as a result of a disability.

In order to support a peaceful and safe environment, the academy will not tolerate parents, carers and visitors exhibiting the following:

- Disruptive or other inappropriate behaviour which interferes or threatens to interfere with any of the academy's operations or activities anywhere on academy premises at any time.
- Disturbing academy staff and trying to speak to them whilst they are supervising children.
- Attempts to gain entry to any part of the academy in disregard of procedure or without permission and appropriate supervision, e.g. entering academy gates without using the intercom system when another parent/visitor is leaving or entering.
- Using loud or offensive language, swearing, cursing, using profane language or displaying temper.

- Threatening to do actual bodily harm to a member of academy staff, governor, visitor, fellow parent/carer or pupil regardless of whether the behaviour constitutes a criminal offence.
- Damaging or destroying academy property.

- Abusive, persistent or threatening voicemails, phone calls, e-mails or text messages or other written communication.
- The academy does not permit electronic recordings of meetings or telephone calls by parents/carers or staff.
- Any other behaviour, verbal or otherwise, which could be considered to be inappropriate, offensive, abusive or discriminatory.
- Defamatory, offensive or derogatory comments regarding the academy or any of the pupils/parents/ staff at the academy on Facebook or other social sites. (See additional advice regarding social media). Any concerns you may have about the academy must be made through the appropriate channels such as the Trust's Complaints procedure.
- The use of physical aggression towards another adult or child. This includes physical punishment against your own child on academy 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).
- Vaping, smoking and consumption of alcohol or other drugs or being under the influence of them whilst on academy premises.
- Driving unsafely on academy premises.
- Taking photographs with phones or other devices on academy premises without permission from the academy.
- Bringing dogs, other than assistance dogs, onto the academy premises.
- Trespassing on academy premises, i.e. being on the premises other than to attend an appointment, academy event or to pick up/drop off children.
- Undertaking any forms of harassment: displaying vexatious behaviour which is humiliating for the individual and may be damaging to their self-esteem. This can also be conducted through repeated instances of any of the above.

Breaching the code of conduct

If the academy suspects, or becomes aware, that a parent has breached the code of conduct or behaved in any way that is unacceptable or inappropriate, the academy may (but is not limited to):

- Issue a warning and end a meeting or a phone call with immediate effect if the behaviour continues.
- Send a warning letter to the parent.
- Not reply to communications that are offensive, abusive or derogatory.
- Insist that the adult communicates with the academy through one member of staff only.
- Refer the matter to the appropriate authorities including 'reporting abuse' to social media network sites.
- Consider banning the offending adult from entering the academy grounds. (See: https://www.gov.uk/government/publications/controlling-access-to-school-premises/controlling-accessto-school-premises).

The academy will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the code of conduct rests with the Headteacher.

We trust that parents, carers and visitors will assist our academy in the implementation of this code of conduct and we thank you for your continuing support of the academy. We ask that parents and carers ensure they make all persons responsible for collecting their children or visiting the site on their behalf aware of this code.