



Parents, Carers and Visitors Conduct Policy

Approval Requirements	Headteacher
Approval/Ratification Date	Sept 2015
Review date	Sept 2020
Signed – Headteacher	

Parents, Carers and Visitors' Conduct Policy

This policy was devised by parents, staff and governors. It applies to all parents, carers and visitors who come to Park Way Primary School.

AIMS

This policy is designed to complement the school's behaviour policy, which makes reference to the expectations of children and adults. This is important to us all as we want our school to be a safe and happy learning environment for everyone. It gives clear guidance on the standards of behaviour all adults are expected to observe. The school will notify parents and carers of this policy as part of the school's induction programme. The policy will also be posted on the school website.

SETTING AN EXAMPLE

All adults who enter the school grounds at any time set examples of behaviour and conduct which can influence pupils.

All adults must, therefore, demonstrate high standards of conduct in order to encourage our pupils to do the same.

EXPECTED BEHAVIOUR

- All adults should show respect for one another, all children and staff. There should be no physical or verbal abuse, rude or aggressive behaviour, foul language, racism, sexism, or any other discriminatory behaviour.
- No one should enter the school grounds whilst under the influence of drink or drugs.
- The school site is a non-smoking environment. This includes e- cigarettes or any device that mimics the action of smoking.
- No one should enter the grounds with a dog or other animal.
- If any visiting adult has an issue with a child or parent in the school, they must not approach them directly. Instead, they should report the problem to the class teacher or to the staff in the main office.
- Any personal matters between families that are not to do with the education of the children must be dealt with offsite and away from school and are not to be brought into the school environment.
- If a parent or carer has any issue with the school, the best way to resolve this is by following the school complaints procedure rather than harm the school's reputation by using social networking sites to express their opinion.
- Views about the school can be submitted to <https://parentview.ofsted.gov.uk/>
- All visitors, including parents and carers should only enter the school building through the school office or by permission from a member of staff.
- Notes, swimming money, or similar items should be sent in with the child or be given into the school office. Cash envelopes are available from the school office.

The school site is not a public place. Although there is no legal right of access, the governors, together with all staff of the school, wish to welcome all visitors. However, in order to ensure the best possible learning environment the governors and headteacher of the school reserve the right to ban individuals from the school site who display unacceptable behaviour.

Date of review	September 2015
Date of formal agreement by the Governing Body	October 2015
Next scheduled review	No later than September 2020