



ACADEMY TRUST

Parent Code of Conduct

(including sanctions for breach of policy and barring parents from school premises)

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1. Introduction

ONE Academy Trust is very proud and fortunate to have a very dedicated and supportive school community. At our schools, the staff, governors, parents and carers all recognise that a strong partnership is paramount to the education of our children.

We expect our school community to respect our ethos and set a good example in their behaviour when on school premises or when communicating with school staff.

As a partnership, we are all aware of the importance of good working relationships and recognise the importance of these relationships to equip our children with the necessary skills for their education.

For these reasons, we welcome and encourage parents and carers to participate fully in the life of our school.

Legislation and statutory guidance

The barring policy included in this Code of Conduct follows the guidance set out in the Department for Education (DfE) document [‘Controlling Access to School Premises’](#) (November 2018). It also takes account of the Equality Act 2010. It reflects legislation at the time when it was last reviewed. Any changes in legislation will take precedence over anything printed in the policy.

2. Purpose & Scope

The purpose of this code of conduct is to set out the expectations around the conduct of all parents and carers connected to our school. It also sets out how we will address breaches of the behaviour code, including barring parents from school property where this is required.

We set clear expectations and guidelines on behaviour for all members of our community. This includes staff, through the Staff Code of Conduct and pupils through individual schools’ Behaviour Policies.

This code of conduct aims to help the trust schools work together with parents by setting guidelines on appropriate behaviour.

In this policy, the term ‘parents’ refers to:

- Anyone with parental responsibility for a pupil.
- Anyone who has care of a child or young person (having care of a child or young person means that a person with whom the child lives and who looks after the child, irrespective of what their relationship is with the child, is considered to be a parent in education law).
- Anyone caring for a child (such as grandparents or child-minders).

In this policy, the term 'school community' refers to children, parents (see above), visitors to school and staff.

3. Expectations of parents

We expect parents to:

- Respect the ethos, vision and values of our schools;
- Work in partnership with us to support their child's learning;
- Treat all members of the school community with respect – setting a good example in their speech and behaviour;
- Seek a peaceful resolution to all issues;
- Create a safe, respectful and inclusive environment for the school community;
- Model appropriate behaviour for our pupils at all times.

4. Behaviours that will not be tolerated

This is not an exhaustive list and includes behaviours displayed in person, over the telephone, in virtual meeting spaces **and online**

- Disrupting, or threatening to disrupt, school operations including events on the school grounds;
- Swearing, or using offensive language;
- Any physical behaviour that implies threat *e.g. offensive hand gestures*;
- Any physical behaviour that involves physical contact with members of the school community *e.g. pushing, shoving, jostling, hitting, kicking*;
- Displaying a temper, or shouting at members of the school community;
- Using threatening, abusive, insulting, aggressive or offensive language towards members of the school community;
- Threatening another member of the school community;
- Sending abusive messages to another member of the school community, including via text, email or social media;
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms;
- Any aggressive behaviour (including verbally or in writing) towards members of the school community
- **Harassment (including sexual harassment). This includes any unwanted conduct, whether verbal, non-verbal or physical which has the purpose or effect of violating a person's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for that person.**
- Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention;
- Smoking/vaping or drinking alcohol on the school premises; We would also politely request that parents do not smoke/vape immediately outside the school gates during drop-off and pick-up times.
- Possessing or taking drugs (including legal highs);
- Bringing dogs onto the school premises: assistance dogs are allowed;
- Deliberately causing damage to school grounds/property;
- Any other behaviour likely to cause anybody witnessing it (including the recipient) alarm, distress or fear that violence may be used against them or others.

5. Breaching the Parent Code of Conduct

If the school suspects or becomes aware, that a parent has breached the Parent Code of Conduct, the school will gather information from those involved, which may include speaking to the parent about the incident.

Depending on the nature of the incident, the school may then:

- Send broad messages to all parents via communications platforms outlining parental behavioural expectations on site
- Send a warning letter to the parent regarding the breach and any consequent actions;
- Invite the parent into school to meet with a senior member of staff or the headteacher;
- In cases of criminal behaviour, contact the appropriate authorities;
- Seek advice from the Trust's legal representatives regarding further action;
- Request that future communication/correspondence is conducted via email (except for emergency contact needing to be made);
- Bar the parent from entering the school site (*see below*)

6. Permission to be on school premises

Schools are private property. People do not have an automatic right to enter. Parents have an 'implied licence' to come onto school premises at certain times, for instance:

- for appointments;
- to attend a school event;
- to drop off or pick up children.

Anyone entering the school grounds or property without or outside 'implied licence' would be considered to be trespassing.

What the law states - from [GOV.UK: Controlling Access to School Premises](https://www.gov.uk/guidance/controlling-access-to-school-premises):

"Section 547 of the Education Act 1996 makes it a criminal offence for a person who is on school premises without legal permission to cause or permit a nuisance or disturbance. Trespassing in itself does not constitute a criminal offence.

To have committed a criminal offence, an abusive individual must have been barred from the premises or have exceeded their 'implied licence', then also have caused a nuisance or disturbance.

If a school has reasonable grounds to suspect that someone has committed an offence, then they can be removed from the school by a police officer or a person authorised by the Trust."

7. Barring Procedures

Barring parents from the school site removes a parent's 'implied license'. Barred parents who enter school grounds would be considered to be trespassing on school property.

Trespassing is a civil offence. The Trust may take legal advice regarding civil court action if someone trespasses regularly.

Schools can bar someone from the premises if they feel that their behaviour (*see para. 4 – 'Behaviour that will not be tolerated'*) is a risk to any member of the school community (including feeling threatened)

Stage 1

Where the school feels that an individual's behaviour has breached the Parent Code of Conduct and is a risk to staff, pupils and other site users, the Headteacher can take the decision to bar the individual from the school property thus removing their 'implied licence'.

The Headteacher – or in the absence of the Headteacher, a member of the Leadership Team - will write to the individual to state they are barred from the school property pending a review.

The barred individual will be invited to present their case. The barred individual's written representation should be received within 10 school days of the notice to bar.

The Headteacher – or in the absence of the Headteacher, a member of the Leadership Team – will request statements from people who witnessed the incident.

Stage 2

The school's Chair of Governors (where appointed) or the chair of governors from another school in the trust, will review the witness statements and any representations made by the barred individual within 10 school days of receipt of the individual's case.

Outcomes following review by the Headteacher and Chair of Governors:

- The decision to bar is upheld.
- The bar is lifted.
- The bar is lifted with conditions.

The outcome will be communicated to the individual in writing.

The Chair of Governors' decision is final.

The Department for Education (DfE) does not get involved in individual cases.

If an individual is dissatisfied with the outcome at Stage 2 they should raise their concerns via the [ONE Academy Trust Complaints Procedure](#).

8. Targeting staff online

Protecting staff from abuse, including online, is an important aspect of creating a safe and supportive work environment. Staff act within accordance of the Trust's Acceptable Use Policy and understand that decisions to engage with social media platforms outside of work are a personal choice. Parents are expected to respect staff's right to engage with these platforms on a personal level. Where parents deliberately target staff via these platforms the school/Trust will consider the next actions on a case-by-case basis, this may include a referral to the appropriate authorities to pursue the incident via a civil case. Other actions outlined in section 5 above will be considered also.

9. Data Protection

All personal data will be stored in accordance with our data protection policy. Please refer to the ONE Academy Trust [Privacy Notices and Data Protection Policy](#) for more information on how we use and store personal data.

10. Monitoring & Review

This Code of Conduct and Barring Policy will be reviewed by the CEO and the Headteachers every 3 years or as required. At every review, the Parent Code of Conduct will be approved by the CEO for implementation across the Trust.

ONE Academy Trust Parent Code of Conduct			
Code Breach - Witness Statement			
School Name:			
Name of Witness:		Role of Witness:	
Date of Incident:		Time of Incident:	
Location of Incident:			
Description of incident: <i>Please describe incident witnessed, including, where relevant, any events leading up to it.</i>			
Name(s) of any other adult witnesses			
Name(s) of any pupil witnesses			
Signature:		Date:	
Received by SLT:	Print & Sign:	Date:	