



Gillingham School

Parental / Carer's Code of Conduct Policy

Background

As a school we value greatly our relationship with parents and we recognise the shared responsibility we have for our students' welfare and educational progress. Gillingham school is, and always has been, a welcoming and friendly school. It is only right however that visitors are aware of our expectations and procedures in place for the protection of our school community.

1 Aims of the Policy

1.1. Gillingham school is dedicated to ensuring that all students achieve their potential and will work in partnership with all stakeholders to achieve these aims. The school has a duty of care for both staff and students to ensure their safety, well-being and good order of the school. This policy will outline the behaviours that are unacceptable to the school and what sanctions are available to deal with the behaviour.

1.2. This policy does not affect the right of parents/carers or other parties to make complaints to the School.

2 The Scope and Application of this Policy

2.1 The policy aims to ensure that the following behaviours demonstrated by parents will not be accepted by the school; appropriate action will be taken to address any incidents that may arise:

- offensive language or malicious comments
- unwarranted and unnecessary correspondence taking up undue teaching and administrative time,
- intimidation
- disruptive behaviour
- racist conduct
- incitement of others, threats, risk of or actual injury

3 Key principles

- The education of the children of the parent involved should not be compromised in any way;
- Clear documentary evidence is kept of any correspondence, action or decisions for a period of at least 12 months;
- The school will fully investigate all valid concerns;
- Any decisions will be fully communicated to the parent;
- Any parent behaving unlawfully will be reported to the police.

4 Procedures

The school has a range of strategies to employ with any parent who persists with unacceptable conduct. Whilst these sanctions are set out in the policy by way of a sequential process, they can be initiated at any stage if, in the judgement of the Headteacher, the severity of the behaviour warrants such a level of intervention.

4.1 Verbal Warning/Mediation Meeting

A parent who displays any of the behaviour as described above may be asked politely to desist and offered the opportunity to discuss the matter in person on the first occasion.

4.2 Two Formal Written Warnings

A formal written letter may be sent to the parent where they continue to act unacceptably. This is signed by the Headteacher (or designated Deputy) and circulated to relevant internal parties to ensure that an informed and consistent approach can be adopted.

This letter is kept on the file of any student at the school for a period of twelve months. Should a further incident occur, a second formal written warning should be issued.

4.3 Barring from the school site

In circumstances where a person is causing a nuisance or disturbance on the school premises they will be removed from the school site and temporarily barred from the premises in accordance with S547 of the Education Act (1997), whilst a resolution is sought.

4.4 Legal Sanctions

If a parent breaches the expected standard of behaviour as set out in this Policy despite formal written warnings, then the school may consider the following sanctions – these will only be used in extreme circumstances if a parent continues to exhibit conduct in breach of this policy.

4.4 An injunction under the Protection from Harassment Act

The School may seek an injunction requiring them to desist from behaving in the manner in question. The School will seek an injunction against the parent's conduct under the Protection from Harassment Act 1997.

4.5 Anti-Social Behaviour Order (ASBO)

The School may seek an ASBO. The Court will have the ability to grant an ASBO which would prohibit the parent from pursuing a certain course of action.

5 Responsibilities:

5.1 Governing Body:

The Governing Body is responsible for:

- approving the School policy, procedures, and guidelines;
- receiving reports; and any necessary documentation
- advising the Headteacher.

The Governing Body will monitor the level and nature of reports and review the outcomes via the Premises and Grounds Committee.

5.2 The Chair of Governors is responsible for:

- Monitoring the good order and safety of the School
- checking that the correct procedure is followed.

5.3 Headteacher

The **Headteacher** is responsible for:

- the overall internal management of the procedures;
- ensuring that the procedures are monitored and reviewed and reports made to the Governing Body.

6 Equal Opportunities

7.1 In implementing this policy the Governing Body, Headteacher and staff must take account of the school's Equal Opportunities policy.

7 Monitoring and Review

8.1 The Headteacher will report to staff from time to time, and to the Governing Body on the number and type of incidents and behaviours displayed by parents received and their outcomes.