



Penistone Grammar School

Policy Statement:
**Parent & Carer
Code of Conduct 2023-2024**

Policy Version:

Never Stop Flying



Penistone Grammar School

Achieving Excellence through a Values Driven Education

Never Stop Flying

Policy Statement:
Parent & Carer
Code of Conduct Policy

Contents:

Aims of the policy

1. [Legal framework](#)
2. [Expectations](#)
3. [Inappropriate behaviour](#)
4. [Managing inappropriate behaviour](#)
5. [Barring from the school premises](#)
6. [Monitoring and review](#)

Appendices

- a) [Parent Code of Conduct Agreement](#)

Aims of the policy

One common goal we all share, is a desire for every student at Penistone Grammar School, to flourish, progress and achieve from their first day here to their last. Whether you're a teacher, a student or a parent, everyone has a role to play in making this happen.

Our aim is to create a stimulating learning environment that continues from school to home, providing all students with the opportunity to achieve to the best of their ability.

Our staff, parents and carers are a community working together to give students the best education possible. But we also want them to grow up to be respectful, caring, and considerate and it's important that we create the best environment possible to make that happen.

All our staff and students have a clear code of conduct and alongside this policy for parents and carers, everyone has clear guidance on how we should behave and why demonstrating the right behaviours matters so much. If we support each other, we can achieve a happy, safe environment where our students will learn and thrive, demonstrating our values and our ethos.

The purpose of this policy is to provide a reminder to all parents, carers, and visitors to our school about their expected conduct and what is and isn't acceptable. It's about raising standards and setting the example, so we create the perfect platform for students to excel.

1. Legal framework

This document has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Education Act 2011
- Education Act 1996
- Children Act 2004
- DfE (2023) 'Keeping children safe in education 2023'
- DfE (2018) 'Controlling access to school premises'

This document operates in conjunction with the following school policies:

- [Complaint Procedure Policy](#)
- [Photography and Video Policy](#)
- [Child Protection and Safeguarding Policy](#)
- [Drug and Alcohol Policy](#)

2. Expectations

Our school expects parents and visitors to:

- Act in accordance with this code of conduct at all times.
- Respect the school's ethos and values through their behaviour.
- Understand that teachers need to work together with parents and carers for the benefit of their children.
- Set a good example to students through their behaviour and the way they interact with staff, students and other adults thus demonstrating behaviour that treats all members of the community with respect.
- When there are any issues of concern, work with and not against staff members to resolve any problems.
- Treat all governors, staff members, students, other parents, carers, and any members of the school community with dignity and respect.
- Be prepared to contact the school to raise any issues and be willing to have open, two-way communication to ensure the best possible outcome.
- Where appropriate, discuss and clarify their child's version of events with the school to bring about a peaceful solution to any issue.
- Be willing to correct their child's behaviour appropriately, in school and out of school in the wider community, where it could otherwise lead to conflict or aggressive or unsafe behaviour.
- Respect the school's property and environment by keeping it clean and tidy.
- Follow the school's parking rules and procedures for dropping-off and collecting students from school. Remaining calm and courteous to other drivers and refrain from causing obstructions either on the school site, or near neighbouring houses.

3. Inappropriate behaviour

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

- disruptive behaviour which interferes or threatens to impact a classroom, an employee's office, office area or any other area of the school grounds including sports matches;
- using loud, offensive, racial or homophobic language, swearing, cursing, profane language or displaying temper;
- acting in an intimidating way towards any member of the school staff or volunteers;
- threatening actual bodily harm to a member of school staff, governor, visitor, volunteer, fellow parent or carer or student regardless of whether or not their behaviour constitutes a criminal offence;
- damaging or destroying school property;
- abusive or threatening e-mails or text/voicemail/phone messages or other written communication;
- defamatory, offensive or derogatory comments regarding the school or any of the students, parents, carers or staff at the school on any social media site - any concerns you may have about the school must be made by using the appropriate procedures (see Complaints Policy), so they can be dealt with fairly, appropriately and effectively for all concerned;
- the use of physical aggression towards another adult or student - this includes the physical punishment of your own 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 may be seen to be an assault and may have legal consequences;
- smoking) and consumption or being under the influence of alcohol (excluding during official school functions) or other drugs whilst on school property;

Should any of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if required, ban the offending person from entering the school grounds. This is of course, the last thing we want, so please help us to avoid any such actions by setting the right example for everyone connected with Penistone Grammar School.

Parents, carers, and visitors are also required to support the safeguarding of our children and to act in accordance with all relevant school policies and procedures at all times including, but not limited to, the following:

- [Photography and Video Policy](#)
- [Drug and Alcohol Policy](#)

Parents can view copies of all relevant policies and procedures from the school website

4. Inappropriate use of social media sites

We understand the ever-growing challenges with social media, that all parents, teachers, and students face. While it can be a positive place to learn and share, if misused it can lead to cyberbullying, social anxiety, depression, and exposure to content that is not age appropriate. With regulations in place to moderate content and protect users, it's vital that Penistone Grammar School has very strict guidelines when it comes to these channels.

In the past social media sites have been used to create campaigns and share complaints against schools, and in some cases other parents, carers, and students. The use of social media in this way is clearly unacceptable and not in the best interests of the children, the school or the community.

If you'd like to raise any complaint, comment, or discussion point, this needs to be made using the appropriate procedures (see [Complaint Procedure Policy](#)) so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any student, or parent or carer of a student being educated at the school, is found to be posting libellous or defamatory comments on any social media site, they will be reported through the site itself. All social media sites have clear rules about the content which can and cannot be posted on their site and they provide mechanisms to report activity which breaches this. The school will also expect that any parent, carer, or student removes such comments immediately (see Acceptable Use Policy).

In exceptional cases the school will also consider its legal options to deal with any such misuse of social media and other sites. In addition to this, we take any suggestion of cyber bullying incredibly serious – as we hope you do - and any attempt by any student or a parent or carer, to publicly humiliate another. We will take and deal with this as a serious incident of school bullying.

We expect that parents and carers would make all persons responsible for a student at Penistone Grammar School to be aware of this policy and the importance of adhering to it for the welfare and wellbeing of our students.

5. Managing inappropriate behaviour

While never a route we are keen to go down, if a parent or carer is behaving contrary to this code of conduct there are measures in place to address this. The Principal, or the most senior member of staff available in their absence, will decide on the most appropriate course of action.

If parents have concerns regarding another parent's behaviour or conduct, please raise this directly with the Principal and do not approach the parent themselves. Instances of parents displaying inappropriate behaviour will be addressed in a variety of ways, depending on the severity of the situation. The process will involve:

- Being invited to a meeting with the Principal to discuss their behaviour and to attempt to resolve the issue. Recording conversations and meetings with audio

- or video, in school or online will not be permitted, without prior consent of all parties in conversation and will be reported to the police.
- Where this initial meeting is
- not sufficient enough to resolve the issue, the Principal, in collaboration with other staff and relevant agencies, will consider what further action may be required.
- Actions, depending on the situation, could include the following:
 - Restricting physical access and channels of communication with school
 - Contacting the police
 - Seeking legal redress through the courts
 - Reporting content the parent has posted online to the Local Authority
 - Referring the case to children's social care, where the behaviour indicates that the parent poses a risk to children

Any child protection and safeguarding concerns will be addressed in accordance with the school's Child Protection and Safeguarding Policy.

If a parent is displaying inappropriate or concerning behaviour, they will be asked to leave the school premises. The school has the right to bar a parent from the premises if this is what is required to keep the school community safe. Behaviour that could result in a parent being asked to leave the premises includes aggressive, abusive, or insulting behaviour or language that poses a risk to staff or students, or making anyone feel threatened.

The length and conditions of any ban would be depending on the severity of the situation, and this would be made by the Principal who would inform the parent/s in writing.

6. Monitoring and review

Thank you for taking the time to read and understand the importance of this policy. All parents will be provided with a copy of this code of conduct upon their child's attendance at the school and are required to familiarise themselves with the procedures and guidelines outlined.

This document will be reviewed on a bi-annual basis by the Principal and any changes made will be communicated to all parents and staff at the school.

The next scheduled review date for this document is **May 2026**.

Appendix 1

This will be part of the Y6>7 Transition and part of the September information that goes to parents from 2024 onwards.

Parent Code of Conduct Agreement

I _____ (name), parent of _____ (name of child), declare that I have received, read and understood the terms and conditions of this code of conduct.

I understand my obligations and agree to comply fully with them. I will ensure that my conduct does not breach this code in any way, including not:

- Being abusive or threatening to any member of the school community.
- Dressing in an inappropriate manner.
- Behaving inappropriately or aggressively in any way.
- Being discriminatory towards any member of the school community.
- Trespassing on the school property.
- Smoking, drinking alcohol or taking any illegal or harmful substances on the school premises.
- Sending inappropriate, abusive or aggressive messages to school staff.
- Requesting to 'follow' or 'friend' school staff or speaking inappropriately on any social media sites about the school

Signed: _____

Date: _____



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