

Old Clee Primary Academy

'Inspired to Believe, Learning to Succeed'

Expected Behaviours Policy



Approved by:	Head Teacher	Date: 19 th March 2025
Last reviewed on:	March 2025	
Next review due by:	Spring 2026	

At Old Clee Primary Academy we are very proud and fortunate to have a very dedicated and supportive school community. At our Academy the staff, governors and parents alike, all recognise that the education of our children is a partnership between all parties.

As a partnership we recognise the importance of solid working relationships to equip all of our children with the necessary skills for their future. For these reasons we will continue to welcome and encourage parents to participate fully in the life of our Academy.

The purpose of this policy is to provide a reminder to all parents and visitors to Old Clee Primary Academy about the expectations around the conduct of all parents and visitors connected to our Academy.

We understand that everyday frustrations can cause misunderstandings and have a negative impact on our relationships. We believe it is essential that we all remain committed to resolving difficulties in a constructive manner through open, positive dialogue.

Our Academy already has a Code of Conduct for all our staff and volunteers. This Code for Parents is aimed at the wider school community so that we all share a common expectation and understanding over behaviour. Whilst we appreciate that incidents are extremely rare, we feel it is important to make clear the types of behaviour that we will may find unacceptable and what action we might take in response.

Behaviour that will not be tolerated:

- Disruptive behaviour which interferes or threatens to interfere with any of the Academy's normal operation or activities anywhere on the Academy premises.
- Any inappropriate behaviour on the Academy premises.
- Using loud or offensive language.
- Threatening a member of staff, visitor, fellow parent or pupil.
- Damaging or destroying Academy property.
- Sending abusive or threatening emails, text/voicemail/phone messages or other written communications (including via social media – personal and business accounts) to anyone within the Academy community including staff, parents or pupils.
- Defamatory, offensive or derogatory comments regarding the Academy or any of the students/parents/staff/governors at the Academy on social media (See Appendix 1 for more details)
- The use of physical, verbal or written aggression towards another adult or child (This includes physical punishment of a parent's own child on Academy premises).
- Any language or actions which breach our commitment to Equality and Diversity, for example, but not exclusively, sexist, racist or homophobic comments/actions.
- Smoking, vaping, taking illegal drugs or consuming alcohol on Academy premises (Alcohol may only be consumed during authorised events).
- Dogs on Academy premises (other than assistance dogs).
- Parking on the zig-zag lines outside of the Academy gates between the hours of 8-9am and 3-4pm. Consideration must be taken to local residents when parking in nearby streets to ensure driveways are not blocked and parking is legal. Any parking issues will have the number plate recorded and reported to NELC and the local PCSO.

Should **any** of the above occur on Academy premises, or in connection with Academy, the Academy may take legal advice and consider banning the offending adult from entering the Academy premises altogether.

¹ For ease of read, the term "parent" has been used throughout the document, to include parents, legal guardians and full-time carers.

What happens if someone ignores or breaks the Code?

In the event of any parent or visitor breaking this Code, then proportionate actions will be taken as follows:

In cases where the unacceptable behaviour is considered to be a serious and potentially criminal matter, the concerns will be referred to the Police. This will include any harassment², threats of violence and actual violence to any child, staff or governor at the Academy.

In cases where evidence suggests that behaviour would be tantamount to libel or slander, then the Academy will refer the matter to its solicitor for further action.

In cases where the Code of Conduct has been broken but the breach was not libellous, slanderous or a criminal matter, the action taken will be proportionate to the level of threat, intimidation and disruption caused to the Academy. Initially the Academy will invite the parent to a meeting to try to resolve the issue. If the parent refuses to attend the meeting then the Academy will write to the parent and ask them to stop the behaviour, advising that failure to do so could result in a ban from the Academy premises³.

In instances where the Academy is contacted by email and your email does not warrant a response, there will be no automatic right to a written or verbal response by the Academy. Any inappropriate language or communications will not be responded to at all by the Academy.

Complaints

This Code of Conduct does not prevent parents from raising a legitimate complaint.

In most cases we hope that all complaints and concerns can be resolved through open dialogue with teachers or other members of staff as appropriate.

Where parents are not satisfied with responses that they receive they may then follow the Complaints Procedure as laid out in our Academy Complaints Policy. This is available on the Academy's website or hard copy from the Academy office.

2. This could take the form of insulting social media postings or any form of social media cyber bullying.

3. In more serious cases, a ban may be introduced without having to go through all of the above steps. Site bans will normally be of limited duration in the first instance.

Appendix 1

Issues of conduct with the use of Social Media

Think before you post

We ask that social media, whether public or private, is not used to voice negative views about the Academy, Academy staff, parents or pupils. This includes media such as Facebook, Instagram and Twitter and includes both personal and business accounts.

We take inappropriate use of social media by a parent to publicly humiliate or criticise another parent, student or member of staff very seriously and will take action when appropriate.

If parents have any concerns about their children in relation to the Academy they should:

1. Initially contact the child's teacher
2. Follow the Academy's Complaints Procedure

Online activity which we consider inappropriate:

- Identifying or posting images/videos of pupils
- Abusive or personal comments about staff, pupils or other parents
- Bringing the Academy into disrepute
- Posting defamatory or libellous comments
- Emails circulated, or sent directly, with abusive or personal comments about staff or pupils
- Using social media to publicly challenge Academy policies
- Using social media to discuss issues about individual children
- Threatening behaviour, such as verbally intimidating staff, or using bad language
- Breaching Academy security procedures

At our Academy we take our safeguarding responsibilities seriously and will deal with any reported incidents appropriately in line with the actions outlined above.

Ratification

Date ratified by the Head Teacher: March 2025

Date of last review: March 2025

Next review date: Spring 2026

Signed by Head Teacher: Miss D Richardson

Date: 19th March 2025