

Maun Infant and Nursery School

Parent/Carer and Visitor Code of Conduct



Rationale

At Maun Infant and Nursery School we are very fortunate to have supportive and friendly parents and carers. Our parents and carers recognise that educating children is a process that involves partnership between the home and school, and understand the importance of good working relationships to equip children with the necessary skills for adulthood. For these reasons we welcome and encourage all parents/carers to participate fully in the life of our school.

The purpose of this guidance is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding and to ensure a safe and positive school environment for every child and adult working in or visiting here.

Guidance

As well as following the guidance set out in our school policies, we expect parents, carers and visitors to:

- Understand that both teachers and parents need to work together for the benefit of their children.
- Approach the school to resolve any issues or concerns about any aspect of school life to discuss and clarify specific events in order to bring about a positive solution.
- Support the respectful ethos of our school by setting a good example in their own speech and behaviour towards all members of the Maun community.
- Correct their own child's behaviour appropriately, using positive reinforcement behaviour strategies, especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour (see appendix 1).
- Support the safeguarding of all children by delivering and collecting children via classroom doors, and not entering the school building unnecessarily. If parents require the services of the school office, please enter through the main reception and report straight to the office.
- Allow reasonable time for staff to make arrangements for appointments if needing a longer discussion about an issue.
- Respect the learning environment by looking after and returning any equipment that has been borrowed, for example, reading books.

In order to support a peaceful and safe school environment, Maun Infant and Nursery School cannot tolerate parents, carers and visitors exhibiting the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds including after school activities. (see appendix 1)
- Approaching someone else's child in order to discuss with them or to reprimand them because of their actions towards their own child (such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Smoking and consumption of alcohol or other drugs on site.
- Dogs or other animals being brought on to the school premises, without prior authorisation (guide dogs or animals used for sole purpose of visual or walking aids are allowed).



Inappropriate use of social networking sites

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff and in some cases, other parents/pupils. The Governors at Maun Infant and Nursery School consider the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, so they can be dealt with fairly, appropriately and effectively for all concerned. If you believe further action is required please refer to a senior leader, or to our Complaints Policy on the school website.

In the event that any pupil or parent/carers of a child/ren being educated at our school is found to be posting libellous or defamatory comments on Facebook or other social media sites, they may be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report content or activity which breaches this. Our school also expects that any parent/carers or pupil removes such comments immediately (this includes photographs or videos uploaded without parental permission - see our Use of Children's Photographs Policy on the school website). In serious cases, Maun Infant and Nursery School will also consider legal options to deal with any such misuse of social networking and other sites.

Additionally, and perhaps more importantly, is the issue of cyberbullying and the use by one child or a parent with the intention to publicly humiliate another by inappropriate social network entry. This will be dealt with as a serious incident of school bullying.

Thankfully such incidents are extremely rare.

Should you have any concerns, please report them using one of the following methods:

- Making an appointment with a specific teacher, a senior leader or the Headteacher (Miss Norman) by contacting the school office on 01623 860773
- Making an appointment to see our Child and Family Support Worker Mrs Ramsdale on 07511 871652
- Emailing the school office: office@maun.notts.sch.uk

Once again, we would stress that we appreciate your feedback, as it is invaluable to the continued improvement of Maun Infant and Nursery School. However, we can only deal with issues in the proper manner if they are brought to us in an appropriate way.

The school also has a complaints procedure that is available from the school office and can be found on our website - mauninfantandnurseryschool.co.uk. Any concerns or complaints can be resolved by coming through the proper channels. We want to work with you to manage issues effectively to resolve things in the best possible way for all concerned.

Parking

We are working very closely with The Forest View Academy, the Town Council, local police and Ollerton Town Football Club to ensure parking in and around the school is as safe as it can be. Please can all parents/carers and visitors kindly use either the car park belonging to Ollerton Town Football Club



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when dropping off and picking up children. Please do not park on the hazard marking areas along the road or block the driveways of local residents, as this poses health and safety risks to all accessing the school.

Please allow sufficient time to park and bring your child into the school, to allow the commencement of the school day without disruption and unnecessary delay. We also respectfully request that parents and carers returning to their vehicles, after bringing their child to Maun, are considerate to those arriving and trying to get their children into the school on time.

We trust that parents and carers will assist our school with the implementation of this guidance as we want the best for every child attending Maun. We thank you for your continuing support of the school.



Appendix 1 – Examples of inappropriate behaviour on the school site

- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- Threatening to do actual bodily harm to a member of staff, visitor, fellow parent/carers or pupil regardless of whether or not the behaviour constitutes a criminal offence.
- Damaging or destroying school property.
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication, including those which threaten to publicise negative comments or report to OFSTED
- Attempts to dictate management decisions
- Frequent or repetitive meetings about an issue that has already been dealt with
- The school and its Governing Body actively discourages defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff at the school, on Facebook or other social sites. Any concerns you may have about the school should be made through the appropriate channels by speaking to the class teacher, the Child and Family Support Worker or Headteacher so they can be dealt with fairly, appropriately and effectively for all concerned.
- Inciting other parents to join or make a complaint
- The use of physical aggression towards another adult or child. This includes physical punishment against 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 to a child may be seen to be an assault on that child and may have legal consequences).

Such actions will be regarded as bullying and the school will respond proactively to support the staff/parents/pupils who are victims. Should **any** of the above behaviour occur on the school premises, the school may feel it necessary to contact the appropriate authorities, restrict contact with school by the offending adult, or even implement a ban from the school premises.