

**ST. JOSEPH'S CATHOLIC  
PRIMARY SCHOOL**



**Barleyfields Road, Wetherby  
West Yorkshire LS22 6PR**

**Parental Behaviour Policy**

**September 2021 - September 2023**

***'This school is committed to safeguarding and promoting the wellbeing of all our children, and expects our staff and volunteers to share this commitment'***

# St Joseph's Catholic Primary School Wetherby

## Parental Behaviour Policy

At St Joseph's we have excellent relationships with our parents and value the contribution parents and carers play in the life of the school and their children's education. We provide many opportunities for parents to engage with school life including parents' evening, invites to assemblies and open classroom sessions to name a few. We also produce weekly newsletters and special notifications to keep parents informed about school events. Important information including the policies regarding how we run and behave at St Joseph's is also included on our school website.

We want all parents to be confident that there are arrangements in school to keep their children safe and therefore, as part of our safeguarding procedures, the school has put in place this **Parental Behaviour Policy** to ensure that behaviour from parents does not cause the children or staff in school to feel distressed, threatened or unsafe.

### Policy Statement

At St Joseph's Catholic Primary School, we believe that the highest professional standards in behaviour must be presented by parents and staff at all times.

We expect parents and staff to lead by example through leading and modelling effective professional behaviours and practice in all that we do.

This policy ensures that all parents are aware of the standards expected of them by the school and the School Governing Body.

### Our aim is:

*For parents to communicate in the school environment, including during school hours when supporting with remote home learning, in a pleasant and courteous manner without causing offence to any adults or children at all times.*

### Expectation

We expect parents to set a good example to children demonstrating how to resolve problems and get along with all members of the school and the wider community at all times; this includes demonstrating respect, understanding, empathy and good listening. Expectations are:

- that adults set a good example to children at all times;
- that no members of staff, parents or children are the victims of abusive behaviour when at St Joseph's school;
- that any verbal, physical or social media attacks (including class WhatsApp groups) will not be tolerated, and relevant action will be taken;
- and that any parent or carer who is asked to leave the school premises will have the right to appeal any formal decision by the Chair of Governors.

The type of behaviour that is deemed not acceptable includes:

- shouting or speaking aggressively/inappropriately, either in person or over the telephone;
- inappropriate posting on social networking sites (including WhatsApp class group);
- speaking aggressively or in an accusatory or threatening manner/tone;
- physically intimidating e.g. standing very close, invading personal space;
- the use of aggressive hand gestures;
- physical threats;
- shaking or showing fists towards another person;
- swearing;
- any aggressive physical contact e.g. pushing, hitting, spitting, slapping, kicking, punching;
- and making comments towards all other protected characteristics.

Parents must not, under any circumstances, approach or shout at any children in the playground. All concerns must be reported to a member of staff.

We expect parents/carers and families to adhere to any government guidance, advice or policy that is in place both inside and outside of the school premises. Failure to do so may result in the following:

- discussion with a member of the SLT;
- the incident will be reported to the school Governing Body;
- the individual/s may be banned from entering the school premises (for a set time);
- and the SLT to report the concern to the LA or PHE for further advice.

### **Reporting Procedures**

If parents have any issues they would like to discuss in school regarding a member of staff or another child, the procedure to follow is:

- make an arrangement to speak to the class teacher in the first instance;
- if the situation is not resolved, make an appointment to speak with the Deputy Head Teacher;
- if the problem continues, please make an appointment to meet with the Head Teacher;
- and if the problem is not resolved, please arrange to meet with the Chair of Governors.

### **Possible Actions and Consequences**

St Joseph's school reserves the right to take any necessary actions to ensure that members of the school community are not subjected to abuse. If a parents/carers become abusive at any time on school premises the following actions will take place:

- they will be asked to leave the premises;
- a warning letter will be sent from the Head Teacher;

- the incident will be reported to the school Governing Body;
- the Police may be called, or the incident may be reported to the police;
- the individual/s may be banned from entering the school premises again.

School premises are private property and parents have been granted permission from the school to be on the school premises. However, in the case of abuse or threats to staff, pupils or other parents, school may and will ban parents from entering the school and its grounds.

It is an offence under section 547 of the Education Act 1997 for any person (including a parent or carer) to cause a nuisance or disturbance on school premises or over the telephone. If necessary, the police will be called to assist in the removal of the person concerned.

School is not responsible for organising arrangements for children in the above circumstances to get to school. Should a ban on the parent or carer be put in place, parents will need to provide alternative arrangements for getting their children into school.

Decisions to ban a parent/carer from the school may be appealed against. The appeal must be in writing and clearly state the grounds for appeal. This must be submitted to the Chair of Governors within 7 days of the 'Notice of Withdrawal of Permission to Enter School' notice. The appeal should be submitted via the Clerk to the Governing Body.

### **Scope**

The policy applies to all parents, carers and visitors who enter the school grounds or when engaging with school remotely.

St Joseph's is a Catholic Primary School and we expect the behaviour of all of our visitors to be befitting of that which you would expect in a Catholic community.

### **Supporting Policies**

To assist the school, the following policies exist in conjunction with this Code of Conduct Policy:

- Child Protection and Safeguarding Policy
- Anti-Bullying Policy
- Remote Home Learning Policy

### **Statement of Intent**

St Joseph's Catholic Primary School expects all of its pupils to receive the highest possible quality of teaching and learning within a positive and respectful environment.

Parents should understand that their own behaviour, and the manner in which they conduct themselves with other pupils, parents and other stakeholders, sets an example.

The Governing Body of St Joseph's Catholic Primary School recognises that the majority of parent members act appropriately and treat each other with dignity and respect. However, we consider it important to clarify the expected standards.

## Complaints

Any complaints about the operation of this policy should, in the first instance, be made to the Headteacher. If not satisfied, the complainant may take his / her complaint to the governing body via the clerk to the Governing Body. The Governors' decision will be final.

Monitoring and Review – The Headteacher will report annually on the working of this policy, although suggested amendments made at any time may be considered by the Governors.

Signed by

..... Headteacher                      Date: .....

.....Chair of Governors              Date: .....

Next Review: September 2023

Letter 1 From Head Teacher

## **Disapproval of Behaviour**

Dear (name)

I am writing to you following the incident that took place on ..... between yourself and ..... member of staff at St Joseph's school. This behaviour is totally unacceptable.

(brief summary of incident and behaviour).

Not only was this extremely distressing to myself and the staff involved, but also it was worrying for children and parents who witnessed it. I am also concerned that such a sudden deterioration in the relationship between you and the school will not help (name of child)'s progress at St Joseph's school.

Any parent who has a serious concern should, in the first instance speak to their class teacher, myself, (or my Deputy). If, after the relevant procedure has been followed you are not satisfied with my response, you may contact or write to the Chair of the Governing Body. I recommend you pursue your concerns regarding the school in this way.

Meanwhile I must warn you that any repetition of what happened will lead to further action being taken. This could involve you being prohibited from entering on to the school site and a referral to the Local Authority or the Police, **with a view to criminal or civil legal proceedings being commenced against you.**

I do hope this will not be necessary.

Your sincerely

Head Teacher

Letter 2 From Head Teacher

## **Withdrawal Letter**

Dear (name)

### **Notice of Withdrawal of Permission to Enter School Grounds**

I am writing to you following an incident that took place on ..... between you and ..... at St Joseph's school.

I understand that during the incident you were abusive, adopted an aggressive manner and made a number of threats (amend where appropriate). I further understand that, during this incident, you refused to adopt a reasonable manner, despite the presence of other children and parents.

The Diocese and Leeds City Council places great importance on the security of staff and pupils on school sites. In view of your unacceptable behaviour, I am writing to inform you that you no longer have permission to enter the school, or its grounds, without the permission of the Head Teacher until further notice.

If you fail to comply with this instruction, the police will be called to the school to remove you. In addition, the school will not hesitate to bring proceedings against you under the relevant sections of the appropriate Acts of Parliament as necessary.

The staff at the school have been advised of the position and will not hesitate to call the police if you enter the school site again.

If you have any concerns regarding your child's education, please state them fully in writing and send them to the Head Teacher. If appropriate, the school may invite you for interview to discuss them further.

If you wish to appeal against this decision, you must appeal in writing to the Chair of Governors within 7 days of this notice clearly stating the reason for your appeal.

Yours sincerely

Head Teacher