



St. Anne's Catholic Primary School

Code of conduct for parents, carers and family members

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Mission Statement

This is St. Anne's Catholic Primary School's code of conduct for parents, carers and family members and is set within the context of the whole school aims and Mission Statement:

"We love, we learn and we grow together."

Our school is committed to safeguarding children and adults in school, we expect all parents, carers, staff, governors, volunteers and visitors to share this commitment and maintain a vigilant and safe environment. It is our willingness to work safely and challenge inappropriate behaviours that underpins this commitment.

Rationale

St. Anne's Catholic Primary School is a nurturing learning community. We believe pupils learn best in a safe and supportive environment based on respect and trust, underpinned by an effective partnership between parents, staff and the whole school community. High standards of behaviour are required of pupils and staff are expected to act professionally at all times. The positive support and appropriate behaviour of parents and carers is needed and highly valued by the school.

We are fortunate in St. Anne's that the majority of parents/carers are friendly, polite and supportive of our rules and ethos. The purpose of this code, is to provide a reminder to all, parents, carers and family members who come to school premises and events, that there is an expectation of expected conduct.

This 'Code of Conduct for parents, carers and families has been adopted and agreed by the school's governing body. It provides a reminder to all parents, carers and visitors to our school about the conduct expected of them. It sets out both what they should aim to do, and conduct which will not be tolerated. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

We have high expectations of your children and they have high expectations of you.

This code complements the school's 'Complaints Policy' which is designed to handle parental concerns or complaints in a sensitive and mutually supportive manner (see the school website, or contact the school office).

Expectations

We expect parents and carers (and, where appropriate, other family members) to:

- Respect the caring ethos and values of our school
- Work together with school staff for the benefit of their children
- Support your child by promoting mutual respect and good manners
- Ensure that you respect and follow school rules
- Treat all members of the school community with respect using appropriate language and behaviour
- Approach the school calmly to help resolve any issues of concern
- Where appropriate, clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue
- Promote good behaviour of your own children at all times, especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour (but avoid using teachers as a threat if your child misbehaves).
- Maintain own behaviour both in and outside of school, including online.

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

- Disruptive or other inappropriate behaviour which interferes or threatens to interfere with any of the school's operation or activities anywhere on the school premises
- Approaching another parent or child in order to discuss or chastise them because of an issue between the children, (Such an approach to a child may be seen to be an assault on that child and may have legal consequences) – please talk to a member of staff to resolve problems
- Please be aware it may not be possible to see a senior member of staff immediately so you may have to wait for an appointment
- Using loud or offensive language or displaying temper
- Threatening, in any way, a member of school staff, visitor, fellow parent/carers or pupil
- Using physical or verbal aggression towards another adult or child, including physical punishment of your own child on school premises
- Any other behaviour, verbal or otherwise, which could be considered to be inappropriate, offensive, or abusive
- Sending abusive or threatening e-mails, text/voicemail/phone messages, or other written communications to anyone within the school community
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/carers/staff at the school on Facebook or other social media (See Appendix below)
- Damaging or destroying school property
- Smoking, taking illegal drugs or the consumption of alcohol on school premises (alcohol may only be consumed during authorised events)
- Bringing dogs (other than assistance dogs) into the school playgrounds/premises
- Taking photographs with phones or other devices on school premises without permission from the school

If any of the following behaviours occur on school premises, the school will take appropriate action to protect its children, staff and other adults.

If we are unable to resolve issues in a reasonable manner, the school may have to ban parents/carers/visitors from entering the school grounds, and in extreme cases we may need to involve the police.

We trust that parents, carers and visitors will assist our school with the implementation of this code of conduct and we thank you for your continuing support of the school.

We ask that parents and carers ensure they make all persons responsible for collecting their children aware of this policy.

Appendix:

Inappropriate use of social network sites

Social media websites are being used increasingly to fuel campaigns and complaints against schools, head teachers, school staff, and in some cases other parents/pupils. The governors 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, the head teacher or the chair of governors, so they can be dealt with fairly, appropriately and effectively for all concerned. Any complaints should follow the correct procedure set out in the Complaints Policy.

Libellous or defamatory posts

In the event that any student or parent/carer of a child being educated at the school is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will 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 contact or activity which breaches this. The school will also expect that any parent/carer or student removes such comments immediately.

Cyber bullying

We take very seriously the issue of cyber bullying by one child or a parent to publicly humiliate another by inappropriate social network entry. We will deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare.

In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites.

Background

The use of technology is an essential part of all of our lives. At St Anne's Catholic Primary School we take our responsibilities for supporting your child to develop skills in using technology very seriously, and their safety and wellbeing are our utmost priority to us.

We ask all children, young people and adults involved in the life of At St Anne's Catholic Primary School to read and sign an Acceptable Use* Policy (AUP) to outline how we expect them to behave when they are online, and/or using school networks, connections, internet connectivity and devices, cloud platforms and social media (both when on school site and outside of school).

Your child has also signed an AUP.

We tell your children that **they should not behave any differently when they are out of school or using their own device or on a home network**. What we tell pupils about behaviour and respect applies to all members of the school community, whether they are at home or school. We seek the support of parents and carers to reinforce this message and help children to behave in a safe way when online:

**“Treat yourself and others with respect at all times;
treat people in the same way when you are online or
on a device as you would face to face.”**

Where can I find out more?

You can read St Anne's Catholic Primary School's full Online Safety Policy on the school website for more detail on our approach to online safety and links to other relevant policies (e.g. Safeguarding and Child Protection Policy, Behaviour Policy, etc). If you have any questions about this AUP or our approach to online safety, please speak to Mrs G Murphy, Headteacher.

What am I agreeing to?

1. I understand that St Anne's Catholic Primary School's uses technology as part of the daily life of the school when it is appropriate to support teaching & learning and the smooth running of the school, and to help prepare the children and young people in our care for their future lives.
2. I understand that the school takes every reasonable precaution to keep pupils safe and to prevent pupils from accessing inappropriate materials, including through behaviour policies and agreements, physical and technical monitoring, education and support and web filtering.
3. School network protections will be superior to most home filtering. However, please note that accessing the internet always involves an element of risk and the school cannot be held responsible for the nature and content of materials accessed through the internet and mobile technologies. Schools are asked not to overblock or provide an experience which is so locked down as to block educational content or not train pupils for life in an online world.

4. I understand that internet and device use in school, and use of school-owned devices, networks and cloud platforms out of school is subject to filtering and monitoring. More detail of this can be found in our online safety policy.
5. I understand and will help my child to use any devices at home in the same manner as when in school, including during any remote learning periods.
6. I will support my child to follow the school's policy regarding bringing devices (mobile phones, tablets, Smart watches and glasses etc.) to school. Children are not allowed to bring devices into school.
7. I understand that my child should not be contacted online on any platform. If they are contacted by they will tell another teacher.
8. I will promote positive online safety and model safe, responsible and positive behaviours in my own use of technology, including on social media: not sharing other's images or details without permission and refraining from posting negative, threatening or violent comments about others, including the school staff, volunteers, governors, contractors, pupils or other parents/carers.
9. Parents are kindly asked not to call pupils on their mobile phones during the school day; urgent messages can be passed via the school office.
10. The impact of social media use is often felt strongly in schools, which is why we expect certain behaviours from pupils when using social media. I will support the school's online safety policy and not encourage my child to join any platform where they are below the minimum age (for nearly every social media platform, this means under 13 years old).
11. **When I visit the school premises, I will keep any online technology in my pocket wherever possible.**
12. I will follow the school's digital images and video policy, which outlines when I can capture and/or share images/videos. I will **not** share images of other people's children on social media and understand that there may be cultural or legal reasons why this would be inappropriate or even dangerous (see nofilming.lgfl.net for more information). The school sometimes uses images/video of my child for internal purposes such as recording attainment, but it will only do so publicly if I have given my consent on the relevant form.
13. I will not covertly film or make recordings of any interactions with pupils or adults in schools. If I wish to make any recording, we request you to please speak to Mrs G Murphy, Headteacher.
14. I understand that for my child to grow up safe online, s/he will need positive input from school and home, so I will talk to my child about online safety and refer to parentsafe.lgfl.net for advice and support on safe settings, parental controls, apps and games, talking to them about life online, screentime and relevant topics from bullying to accessing pornography, extremism and gangs, sharing inappropriate content etc.
15. Research tells us that the majority of children are now accessing artificial intelligence in some form, which is available for free on most mainstream apps and social media platforms. There are some significant risks involved with this including talking to chatbots, and the use of nudifying apps and image creators to create inappropriate and illegal images/videos I will talk to my child about these risks. Find out more at parentsafe.lgfl.net

16. I understand that my child needs a safe and appropriate place to do home learning, whether for homework or during times of school closure. When on any video calls with school, my child will be fully dressed and not in bed, and the camera angle will point away from beds/bedding/personal information etc. Where it is possible to blur or change the background, I will help my child to do so.
17. If my child has an online tuition, I will refer to the [Online Tutors – Keeping children Safe poster](#) and undertake necessary checks where I have arranged this privately, ensuring they are registered/safe and reliable, and for any tuition to remain in the room where possible, ensuring my child knows that tutors should not arrange new sessions or online chats directly with them.
18. I understand that whilst home networks are much less secure than school ones, I can apply safety settings to my home internet and to various devices, operating systems, consoles, apps and games. Find out more at parentsafe.lgfl.net There are also child-safe search engines e.g. swiggle.org.uk and YouTube Kids is an alternative to YouTube with age appropriate content. I can also set up SafeSearch to filter explicit content from searches.
19. I understand that it can be hard to stop using technology sometimes, and I will talk about this to my child, role model healthy behaviours and refer to the principles of the Digital 5 A Day: childrenscommissioner.gov.uk/our-work/digital/5-a-day/
20. I will not attempt to track my child during the school day or on school trips, e.g. with Apple AirTags or similar devices. Not only is this against the terms and conditions of these products, it is unhelpful to the operation of the school, can broadcast the location of children to passing users and can lead to unnecessary distress among parents e.g. if a school trip has an unannounced change of route or schedule.
21. I understand and support the commitments made by my child in the Acceptable Use Policy (AUP) which s/he has signed, and which can be seen on the school website, and I understand that s/he will be subject to sanctions if s/he does not follow these rules.
22. I can find out more about online safety at St Anne's Catholic Primary School by reading the full Online Safety Policy available from the school website and can talk to Mrs G Murphy, Headteacher if I have any concerns about my child/ren's use of technology, or about that of others in the community, or if I have questions about online safety or technology use in school.

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**I/we have read, understood and agreed to this policy.**

**Signature/s:** \_\_\_\_\_

**Name/s of parent / guardian:** \_\_\_\_\_

**Parent / guardian of:** \_\_\_\_\_

**Date:** \_\_\_\_\_

Please note that parents may also be interested in the school's approach to the online safety, which are all covered as sections within the overall school Online Safety Policy:

<https://www.stannescatholicprimary.com/about/policies/>