



# Tockwith

## CHURCH OF ENGLAND PRIMARY ACADEMY

Policy Number

13

# Parental Conduct Policy

Signed: Sue Corbett

Date: February 2024

Review Date: February 2027

## Parental Conduct Policy

### 1 Aims of the Policy

- 1.1. The Academy is dedicated to ensuring that all pupils achieve their potential and will work in partnership with all stakeholders to achieve this aim. The Academy also has a duty of care for both staff and pupils to ensure their safety and wellbeing. The Academy will not tolerate parent/carer's behaviour that is unacceptable and has a detrimental effect on the good order and safety of the Academy. This policy outlines the behaviours that are unacceptable and what sanctions are available to deal with such behaviour.
- 1.2. The principles in this policy also apply to any other family members of pupils or other visitors to the school.
- 1.3. This policy should be read in conjunction with the Parental Complaints Policy as the Academy expects all parental complaints to be taken seriously and to be dealt with comprehensively and as far as possible in confidence. The Academy's complaints policy allows parents' complaints about Academy issues to be dealt with effectively and sensitively, and at the appropriate level.

### 2 Key principles

- The education of the children of the parent involved will not be compromised in any way;
- **Clear documentary evidence is kept of any correspondence, action or decisions for a period of at least 12 months;**
- The Academy will fully investigate all valid concerns;
- Any decisions will be fully communicated to the parent;
- Any parent behaving unlawfully will be reported to the police

### 3 Unacceptable conduct

- 3.1. The following behaviours are considered unacceptable by the Academy:
  - swearing or the use of other abusive, offensive or threatening language
  - intimidation
  - aggressive or disruptive behaviour
  - threatening violence or acting violently, including damage to property or injury to individuals
  - racist, sexist or other discriminatory conduct
  - behaving in a way which makes others feel distressed, humiliated or threatened
  - frequent, unwarranted and/or unnecessary correspondence which is hindering the proper running of the Academy
  - making deliberately false, malicious or vexatious accusations
  - consumption of alcohol or use of illegal drugs on the Academy site, or accessing the Academy site whilst intoxicated
  - incitement of others to do any of the above

This is not an exhaustive list but seeks to provide illustrations of such behaviour.

- 3.2. This policy covers any of the above conducts which are committed:
  - in the Academy buildings or on the Academy site
  - by telephone to the Academy

- by email to the Academy
- on social media referring to the Academy
- in any other setting which, in the reasonable opinion of the Headteacher or chair of governors, should be regulated by this policy

#### **4 Procedures**

The Academy has a range of strategies to employ with any parent/carer who engages in unacceptable conduct. Whilst these sanctions are set out in this policy by way of a sequential process, they can be initiated at any stage if, in the reasonable judgement of the Headteacher or chair of governors, the severity of the behaviour warrants such a level of intervention.

Where the behaviour is so extreme that it threatens the immediate safety and welfare of staff or others, the matter will be referred immediately to the police for action.

##### **4.1. Verbal Warning/Mediation Meeting**

A parent/carer who displays any of the behaviours described above will be asked to desist and offered the opportunity to discuss the matter in person on the first occasion, with at least two members of staff present.

##### **4.2. Formal Written Warning(s)**

Formal written warning(s) will be sent to the parent/carer where they continue to act unacceptably and will be sent by letter to the home address. Any letters sent will be circulated to relevant internal parties to ensure that an informed and consistent approach can be adopted. Any letters sent will be kept on the pupil's Academy file for a period of twelve months.

##### **4.4 Legal sanctions**

Legal sanctions will be used in extreme circumstances e.g. if a parent/carer continues to exhibit conduct in breach of this policy or has committed a serious breach of this policy.

###### **a. Restricted communication with the Academy**

Communication with the Academy can be restricted e.g. requesting contact in a particular form (for example, letters/email only), requiring contact to take place with a named person only or restricting telephone calls to specified days and times. Any parent/carer in breach of the restrictions may have their right to access to the Academy site removed.

###### **b. Ban from, or restricted access to, the Academy site**

A parent/carer's common licence to access the Academy site can be removed or restricted for a specified period. In such circumstances, parents/carers may need to make alternative arrangements for bringing children into school. Any entry onto the site in contravention of such a ban and where a nuisance is caused would be a criminal offence under section 547 of the Education Act 1996. Any parent/carer in breach of the ban will be removed from the premises by the police or an authorised member of staff.

###### **c. Injunction under the Protection from Harassment Act**

The Academy may seek a legal injunction requiring the individual to desist from behaving in the manner in question. The Academy will seek an injunction against the individual's conduct under the Protection from Harassment Act 1997.

###### **d. Civil injunctions and CPNs**

The Academy may seek a civil injunction or CPN. The Court will have the ability to grant a civil injunction or CPN which would prohibit the parent from pursuing a certain course of action.

## **5 Responsibilities:**

### **5.1 Governing Body:**

The Governing Body is responsible for:

- approving the Academy policy, procedures, and guidelines;
- receiving reports; and any necessary documentation
- advising the Headteacher
- reviewing bans from the Academy site

The Governing Body will monitor the level and nature of reports and review the outcomes annually or earlier if so determined by the Chair.

### **5.2 The Chair of the Governing Body is responsible for:**

- monitoring the good order and safety of the Academy and the wellbeing of staff
- checking that the correct procedure is followed.

### **5.3 The Senior Leadership Team is responsible for:**

- The efficient operation and internal management of the policy and procedures;
- ensuring that the procedures are monitored and reviewed and reports made to the Governing Body
- authorising staff to remove parents from the Academy site
- training staff on how to deal appropriately with challenging situations
- keeping parents, pupils and others informed of the policies and procedures

## **6 Equal Opportunities**

In implementing this policy the Governing Body, Headteacher and staff must take account of the Academy's Equal Opportunities Policy.

## **7 Monitoring and Review**

7.1 The Headteacher will report to staff from time to time, and to the governing body annually or earlier if the Chair so determines, on the number and type of incidents and behaviours displayed by parents/carers received and their outcomes the Governing Body will review this policy every three years.

7.2 The governing body will review this policy every three years.

**Signed:**

**Date:** 23 April 2024

Chair of Governing Body