



Westbourne School  
Code of Conduct for  
Parents

## **Mission Statement**

Our Mission at Westbourne is to offer a student-focused environment of educational excellence ensuring that every girl and boy reaches their full, individual potential.

## **Introduction**

We are very fortunate to have a supportive and proactive parent body. Our parents appreciate that educating children is a journey that requires partnership between us all. As partners, our parents/carers will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school. The purpose of this document is to provide a reminder to all parents, carers and visitors to our school about their expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

*Note: Parents are asked to ensure they make all persons responsible for collecting their children aware of this document.*

## **Guidance**

**As well as following the guidance set out in our Parent Handbooks and holding the above principles in mind, parents, carers and visitors are reminded:**

- to respect the caring ethos and values of the school;
- that both teachers and parents need to work together for the benefit of their children;
- to approach school staff for help to resolve an issue in an appropriate manner;
- to treat all members of the school community with respect, using appropriate language and behaviour;
- that the school will sometimes need to work with children in order to clarify their version of events in order to bring about an appropriate solution to an issue or incident;
- that most school trips are only available to pupils and staff. However, there are some exceptions to this (e.g. the ski-trip). Parents are encouraged to contact staff to discuss arrangements regarding trips ;
- to address their own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour;
- to park with consideration and respect for others, adhering to signs and rules around the vicinity;
- to have a solution-focused approach to resolving issues;
- to understand that staff are required to act in loco parentis during the school day and on school trips, and to support staff in this;

- that in all circumstances, any communication between parents should be of a respectful manner and not tarnish the reputation of the school. We rely on our parents to model positive behaviour, fitting with the school's core values and expectations;
- to discourage their children from playing age inappropriate games online/on games consoles, and to put appropriate measures in place to ensure they safeguard their children in the home setting regarding children's use of social media. This can be achieved by respecting the age restrictions on apps and by engaging with any guidance or support offered through the school with regard to such matters.

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

- disruptive behaviour which interferes or threatens to interfere with the day-to-day operation of the school and events;
- any inappropriate behaviour on the school premises/at school events;
- loud/or offensive language, swearing, cursing, using profane language or displaying temper;
- threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or pupil regardless of whether or not the behaviour constitutes a criminal offence;.
- damaging or destroying school property;
- abusive or threatening emails or text/voicemail/phone messages or other written communication;
- defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff, at the school on Facebook or other social sites. **(See Appendix)**. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned;
- the use of physical aggression towards another adult or child, or towards your own child on school premises;
- approaching someone else's child (whether in person or through any other means of communication) in order to speak with or chastise them regarding a perceived issue between this child and another child/children (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 whilst on school property (the drinking of alcohol in moderation by adults is only authorised at certain school events);
- dogs being brought on to school premises (other than guide/assistance dogs, except by prior arrangement with the school);
- actions or behaviour which could be seen to compromise the school's duty of care towards its pupils.

Should any of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if necessary, even ban the offending adult from entering the school grounds. We trust that parents and carers will assist our school with the implementation of these expectations and we thank you for your continuing support of the school.

In the Appendix below we outline further guidance about non-negotiable expectations that we have of all parents and carers.

## **APPENDIX**

### **Social Media**

Social Media is now part of everybody's lives. We want to promote social learning and knowledge sharing and as educators we want to use social media positively, responsibly and professionally.

#### **Inappropriate use of Social Networking Sites**

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headmasters, school staff, and in some cases other parents or pupils.

The Department for Education/Government and Governors of Westbourne School consider the use of social media websites in this way as unacceptable. Any concerns you may have about the school or your child/children must be made through the appropriate channels by speaking to the class teacher, the Headmaster or the Chair of Governors, where they will be dealt with fairly, appropriately and effectively for all concerned.

We deem any instances of adults contacting pupils (excluding their own) via social media as an inappropriate use of such media. Not least, parents can put themselves in a vulnerable position by acting in such a way.

#### **Private and Group Messaging**

Whilst some messaging services do not officially declare themselves as being 'social media' platforms, we would ask parents to be mindful of the fact that as soon as something has been committed to print, it can be hard to control how it might then be used. Private or group messages (whether on the messaging services on individual phones or on communication apps such as Whatsapp) can be transferred inadvertently through screen-shots and easily shared with others outside of the 'chat' forum. This can be done without the consent of the person who wrote the initial message, and can therefore lead to negative outcomes for a number of individuals. These situations can be upsetting and time-consuming for all involved. In keeping with our core values

of respect and resilience, we would ask that parents refrain from discussing potentially emotive matters regarding school in such forums, and instead seek to have a conversation with a member of school staff regarding their concerns. This should lead to a more satisfying outcome and a quicker resolution to problems. Use of Social Media, which is deemed in the opinion of the Headmaster to bring the school into disrepute and/or otherwise unreasonable could result in the school terminating the contract. Any concerns or complaints should be raised to the school in accordance with the School's Complaints Procedure published on the School's website. Use of social media and other technological platforms of communication should be used appropriately as set out in this guidance.

The parental code of conduct forms part of the terms and conditions of the school and if the parental code of conduct is not adhered to, the Headmaster reserves the right to terminate the legal contract for educational services between the school and the parent.

### **Libellous or Defamatory posts**

In the event that any pupil or parent/carer of a child/children at Westbourne 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 pupil remove such comments immediately.

### **Cyber Bullying**

We take very seriously the use of cyber bullying by one child or parent to publicly humiliate another by inappropriate social network entry. We will deal with this as a serious incident of school bullying, whether or not it occurs on school premises.

The school will also consider its **legal options** to deal with any such misuse of social networking and other sites.

### **A note about parties/gatherings**

We strongly advise parents to think and act responsibly when hosting parties or gatherings involving other people's children. This can cause particular discussion and concern during the teenage years. To be sure you know where you stand, and for useful advice, please consult the following websites, which provide useful, informative advice for parents.

<https://www.drinkaware.co.uk/alcohol-facts/alcohol-and-the-law/the-law-on-alcohol-and-under-18s/>  
<http://alcoholeducationtrust.org/parent-area/teenage-parties/>

### **A final note**

In practice, we encourage parents to contact us first in writing or over the phone if there are any issues that are of concern. We welcome communication and endeavour to communicate as regularly as possible and reply to any issues that are raised. We also ask that parents remain at least neutral in their discussions with their children until clarification from school about events can be established. This will allow us to have much greater influence on your child; to mould them to exhibit all of the qualities of Westbournians while nurturing the qualities that make each child an individual.

We welcome and encourage parents or carers to participate fully in the life of our school. To truly create the best outcomes for children, the relationship between home and school must be based on the principles of care, integrity, trust and mutual respect. The maintenance of this relationship is important to ensure that all our children are safe (please read our Safeguarding policy), supported and not open to undue distress and anxiety.

We make no apologies for our expectation that the above relationship is in place for us to do our job as a school as well as possible.