

Cardinal Hume Catholic School

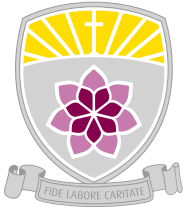


Code of Conduct for Parents and Carers June 2023



Bishop Wilkinson
Catholic Education Trust

Proud to be part of Bishop Wilkinson Catholic Education Trust



Policy Statement

At Cardinal Hume Catholic School we believe there exist excellent relationships with parents, carers and others in the wider community, based on mutual respect, a drive for continual improvement, willingness to listen and a commitment to support our families and children. We are fortunate in having caring and supportive parents who understand the importance of maintaining good working relationships and ensuring effective communication between home and school for the benefit of all.

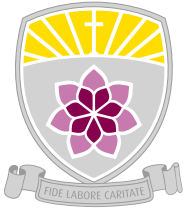
Children, and their parents, can expect our staff to be fully committed to ensuring that every child receives a first-class education. All children will be fully supported and encouraged to thrive in every aspect of their academic and social development. They will be safeguarded and cared for during their journey through our school.

Staff will be supported by Senior Leaders, the Headteacher, Governors and Trust Board to provide an outstanding environment for both academic and social excellence for all children.

We understand that on occasions there may be challenges faced for individual children and their families. Our staff are well-trained and equipped to deal with those challenges, and to offer guidance, expertise and support. We are happy to work with parents and carers to overcome those challenges faced and spend time supporting them. We simply ask that during more challenging times, the conversations our parents and carers have with our staff remain mutually respectful and do not create barriers.

The care, safeguarding and development of the children remain our priority during those times.

This Parent and Carer Code of Conduct has been developed to ensure that we can protect our staff, parents, carers and all members of the school community during any communication or meetings. Our staff should not fear harassment or intimidation and safeguards are in place to ensure all staff feel protected and supported, as well as other parents and carers.

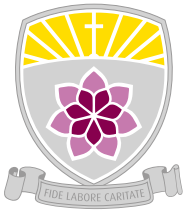


The school expects parents and carers to:

- ✓ Respect the caring ethos of the school.
- ✓ Understand that parents and teachers need to work together for the benefit of our children.
- ✓ Demonstrate in their own behaviour that all members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- ✓ Understand that even if divergent views exist, all should remain calm and respectful and be mindful that we are all working together for the child's best interests.
- ✓ Approach school staff to inform them of any issue and allow them time to investigate and then resolve issues according to school policy.
- ✓ Work with the school to build relationships with its staff.
- ✓ Know that children cannot be moved classes on request of the parent.
- ✓ Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- ✓ Correct their own child's behaviour, especially where it could lead to conflict
- ✓ Avoid using staff as threats to admonish children.
- ✓ Understand that appointments cannot be arranged on demand and that the school will not interrupt daily teaching arrangements to meet parents or carers without notice.

The following behaviours will not be tolerated:

- ✗ Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, office or other area of school grounds.
- ✗ Loud or offensive language, swearing, cursing or displaying temper.
- ✗ Threatening to or carrying out actual bodily harm to a member of school staff, governor, visitor, parent/carer or pupil.
- ✗ Damaging or destroying school property.



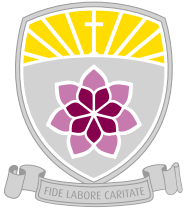
- ✘ Sending abusive or threatening emails, text/voicemail/phone messages or other written communication. This includes issues which consume an inordinate amount of staff time.
- ✘ Post defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff at the school on Facebook or other social media sites.
- ✘ The use of physical aggression towards another adult or child. This includes physically punishing your own child on school premises.
- ✘ Remaining on school premises or in school reception for an unreasonable time after a visit or after being asked to leave.
- ✘ Chastising or harassing someone else's child.
- ✘ Smoking, vaping or consuming alcohol or drugs whilst on school property.
- ✘ Bringing dogs on to school premises.

If any parent behaves in a way which contradicts this code of conduct, we will address the problem at the earliest opportunity and aim to resolve the issue.

Persistent concerns or breaches may result in banning the offending adult from entering school grounds and may lead to prosecution. This is something we never want to do but the welfare and safety of children and adults on our school site is paramount.

Inappropriate use of Social Network sites

- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff at the school must not be aired on any social media platforms.
- Any concerns you may have about the school must be made through the appropriate channels by contacting the Head of House or Head of Year in the first instance. Any issues that cannot be resolved informally may be referred to the school's Complaints Policy.
- If any pupil or parent/carer of a child/ren being educated at Cardinal Hume Catholic 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 removes such comments/material immediately. Libellous or defamatory comments will be reported to the police and any relevant safeguarding bodies. The school and/or Trust will also instigate legal action if appropriate.

- The issue of cyber bullying and the use by one child or a parent to publicly humiliate another member of the school community by inappropriate social media posts contravenes our Anti-Bullying Policy. This is not tolerated and will be dealt with at the highest level.
- We would expect that parents would make all persons responsible for collecting children aware of this Code of Conduct.

Dress and Appearance

- We expect all adults accessing our site to dress appropriately at all times. Please avoid clothing that may be viewed as offensive, revealing, sexually provocative, display contentious slogans and so on. Nightwear is not appropriate.

Photographs, Videos and Images

- Photographs and videos should only be taken under the direction and supervision of senior leaders within the school with the subject being your child.
- No electronic equipment should be used whilst in school. This includes mobile phones, cameras and iPads. All equipment should be switched off whilst in school. Images and videos taken must NEVER be shared or posted on social networking sites.

School Security

- Adults on site must sign in and wear a visible visitor's badge. Those without an enhanced DBS will be supervised at all times.

The Essentials:

- ✓ Complete all consent, contact and medical forms and inform us straight away if anything changes
- ✓ Make sure your child has the right clothing for any activity they are involved in.
- ✓ Attend Information Evenings, school events and Parents' Evenings wherever possible or re-arrange if necessary to share information about your child's development.
- ✓ Talk to us if you have any concerns about any part of your child's education and development – we want to hear from you.
- ✓ If you have a concern and wish to make a formal complaint, please ensure that you correctly follow the school's policies and complaint procedures.

Ensure the parent has received a copy of the Parent/Carer Code of Conduct before the meeting to discuss their breach. It can be referred to during the meeting and any questions or further clarification surrounding your stated expectations can be discussed in further detail.

Meeting to Discuss a Breach of the Parent & Carer Code of Conduct

Date: Time:

Parent name:

Parent of:

Present at the meeting:

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Summary of concern or breach:

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Outcome:

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Agreed next steps:

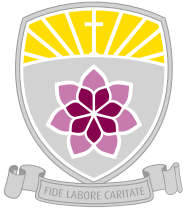
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Signature of Parent:

Signature of Head /
Designated Safeguarding Lead:



Cardinal Hume Catholic School



Cardinal Hume Catholic School
Old Durham Road Gateshead NE9 6RZ
Tel: 0191 487 7638
Email: info@chs.bwcet.com
www.cardinalhume.com

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