



# NEWMAN CATHOLIC TRUST

HEART SPEAKS TO HEART

## Parent Code of Conduct TEMPLATE 2025/26

### Review

Review Cycle	Date of Policy	Reviewed by	Review Date
Annual			

### Ratification

Role	Name	Signature	Date

### *Commitment to Equality:*

*We are committed to providing a positive working environment which is free from prejudice and unlawful discrimination and any form of harassment, bullying or victimisation. We have developed a number of key policies to ensure that the principles of Catholic Social Teaching in relation to human dignity and dignity in work become embedded into every aspect of school life and these policies are reviewed regularly in this regard.*

At the Newman Catholic Trust, we are unwavering in our commitment to nurturing a vibrant community centred around the belief that every child, entrusted to our care, is a cherished child of God, deserving of an exceptional education. This unwavering conviction serves as the cornerstone of our vision: to be a leading beacon of outstanding, sustainable Catholic education, where each student embarks on a transformative journey of academic excellence, spiritual growth, and personal development.

Guided by the teachings of the Church and inspired by the unwavering faith of our namesake, Saint John Henry Newman, we strive to foster a welcoming and inclusive environment where dignity, respect, and compassion are paramount. This commitment extends to ensuring a fair and accessible process for addressing any concerns or grievances that may arise, as expressed in our core values:

- **Christ/Child Centred:** Placing the Gospel values, the teachings of Christ and the well-being of each child at the heart of every action we take.
- **Inclusive and Consultative:** Ensuring open communication and engagement with all members of our community.
- **Caring:** Showing empathy, understanding, and support in navigating any challenges that may arise.
- **Transparent:** Fostering openness and honesty in all our interactions.
- **Strategic:** Approaching all matters with careful planning and consideration for the wider community.
- **Professional:** Maintaining the highest standards of conduct and integrity in our decision-making.
- **Accountable:** Taking responsibility for our actions and fulfilling our commitment to ensuring a safe and nurturing environment for all.

## 1. Introduction

Welcome to [School Name]. We are a Catholic school committed to fostering a vibrant and inclusive community where every child can thrive. Our core belief is that all children deserve an exceptional education that cultivates not only their academic skills but also their character, both within and beyond the classroom.

At [School Name], we are guided by the teachings of the Catholic Church and the values enshrined in the Newman Catholic Trust mission statement. This ethos is rooted in a shared vision for community – a place where everyone feels welcomed, valued and empowered to contribute their unique talents. We believe this sense of belonging is essential for children to reach their full potential, as reflected in our belief in the dignity of every human person.

Treating everyone with respect, openness and care is a cornerstone of our community. This commitment stems from core Christian values:

- **Equality and Respect for Differences:** We believe in treating everyone with dignity and respect, regardless of background or beliefs. We celebrate diversity and view it as a source of strength.
- **Healthy and Open Relationships:** We foster open communication and positive connections based on trust and mutual understanding.

Building strong partnerships with parents and carers is essential to achieving our vision. We are committed to creating a culture where everyone feels approachable and supported. To achieve this, we ask everyone – staff, parents and pupils – to play an active role.

Specifically, we emphasise the importance of the following values:

- **Patience:** We understand that building trust and positive relationships takes time and effort. We approach all interactions with patience and understanding.
- **Honesty:** We value open and honest communication, believing it forms the foundation for strong relationships.
- **Humility:** We recognise that we all have something to learn from each other. We approach interactions with a spirit of humility and openness to growth.
- **Integrity:** As a Christian community, we understand the need to conduct ourselves with integrity, set a strong, positive example for our children and conduct ourselves in a manner which is safe, respectful and does not cause harm to others.

By cultivating these values, we create a safe and supportive learning environment where trust and respect flourish. This environment, in turn, allows children to focus on their studies and reach their full potential. High standards of behaviour are expected of everyone in our community – pupils, staff and parents alike. We believe that by modelling the behaviour we wish to see in our pupils, we can create a truly exceptional learning experience for all.

We recognise that concerns will arise from time to time. As a Catholic community, we are called to seek peace and understanding. Where difficulties arise, we ask that parents follow the Complaints Procedure calmly and in the spirit of mutual respect.

## **Legal Framework**

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to:

- Education Act 2011
- Education Act 1996
- Children Act 2004
- DfE (2024) *Keeping children safe in education*
- DfE (2018) *Controlling access to school premises*
- Equality Act 2010

This policy also aligns with the Newman Catholic Trust mission and CST guidance on family-school partnerships.

This document operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Photography and Images Policy
- Social Media and Online Safety Policy
- Child Protection and Safeguarding Policy
- Smoke-free Policy
- Drug and Alcohol Policy

Schools should personalise this section to reflect the specific policies they hold.

## **2. Our Shared Vision**

At [School Name], we strive to create a joyful and inclusive learning environment rooted in the values of compassion, curiosity and respect. These values underpin our belief that every child is a unique gift from God, capable of achieving excellence. This code supports that vision by ensuring all adults model behaviour that nurtures trust, reinforces our shared mission, and sets the highest example for our children.

## **3. Expectations for Parents**

We expect all parents to:

- Act in accordance with this code of conduct at all times.
- Support and reflect the school's ethos and values through their behaviour.
- Set a good example to pupils through their behaviour and the way they interact with staff, pupils and other adults.
- Work together with staff members for the benefit of their child and to resolve any issues of concern.
- Treat all governors, staff members, pupils, other parents and any members of the school community with dignity and respect.

### **Communication and Collaboration**

- Follow established channels for communication (e.g. contacting the child's teacher first and allowing a reasonable timeframe for response).
- Avoid using staff or the school environment to resolve personal disputes with other parents or staff members.

### **Student Behaviour**

- Support the school's behaviour policy and expectations.
- Address their child's behaviour appropriately, especially when it could lead to conflict or disruption at school.
- Refrain from discussing or criticising their child's teachers or the school with their child in a negative way in front of others.

### **School Environment**

- Respect school property and maintain a clean and tidy environment.
- Follow parking rules and procedures for drop-off and pick-up.
- Dress in an appropriate manner when on the school premises or attending school events, adhering to any dress code guidelines.
- Abide by the school's policies on smoking, alcohol and drugs.

### **Digital Conduct**

- Parents are expected to use social media responsibly when referencing the school, staff or pupils. Sharing images or making public comments that bring the school into disrepute, infringe privacy or incite online harassment will be treated as a serious breach of this code.
- Do not post photographs or videos of children (other than their own) taken on school premises without prior permission.

## **4. Driving Pupils to School (Please personalise where needed)**

- Parents will proceed past the main gates to drop off and collect their children but only where road markings allow. Parking in a prohibited area is strictly forbidden.
- Residents' drives should not be blocked under any circumstances.
- Vehicles should be driven in a calm manner with minimal disturbance to residents.
- Engines should be turned off when stationary to reduce air pollution.
- Children should never be left in cars unattended.
- All pupils must wear seatbelts at all times while travelling in a vehicle.
- Parents must ensure pupils disembark vehicles safely.
- Use discretion in severe weather and drive with extra caution.
- Pupils are expected to be collected at the agreed time. Late collection is the parent's responsibility. If unavoidable, contact the school to arrange for an authorised adult to collect the child.

## **5. Inappropriate Behaviour**

[School Name] takes all instances of inappropriate behaviour very seriously. We will not tolerate any circumstances that may make pupils, staff or other members of the school community feel threatened.

### **Examples of unacceptable behaviour:**

- Offensive or abusive language
- Raising voices inappropriately
- Discriminatory or offensive comments (including racist or sexual remarks)
- Aggressive gestures
- Bullying, harassing or intimidating any member of the school community (including online)
- Sending threatening or abusive messages (via email, social media or other means)
- Trespassing on school property without permission
- Damaging school property intentionally
- Breaching school security procedures
- Engaging in physical violence
- Intimidating or making unnecessary physical contact with others
- Posting defamatory or offensive content online
- Psychological harassment
- Disrupting school operations or activities
- Confronting another parent or pupil about pupil-related issues
- Arriving at school inappropriately dressed
- Smoking or using drugs/alcohol on site
- Driving unsafely near school premises

## **6. Managing Inappropriate Behaviour**

If a parent is behaving inappropriately, a report will be made to the principal or the most senior member of staff available, who will decide on the most appropriate course of action.

Depending on the severity:

- A meeting may be arranged to discuss the incident and seek resolution.
- The parent may be formally warned about future conduct.
- If necessary, the parent may be barred from school premises (see Section 7).
- Other actions may include involving the police, restricting communications or escalating to legal or safeguarding authorities.

Parents are reminded to raise concerns about other parents' behaviour through the school, not directly.

## **7. Barring from the School Premises**

The school has the right to bar a parent from the premises to ensure the safety of the community.

This may occur in response to:

- Aggressive, abusive or insulting behaviour
- Behaviour which makes staff or pupils feel threatened

In such cases:

- The parent may be temporarily barred pending a response
- A letter will be issued outlining the reasons and inviting a formal response

- The Chair of Governors will review the principal's decision and issue a final determination

If upheld:

- The letter will confirm the length and scope of the bar
- The decision will be reviewed after the agreed period

## **8. Specific Expectations for Safeguarding**

[School Name] has a zero-tolerance policy for any behaviour that may put a child at risk. Protecting children is our top priority.

We expect parents to:

- Be aware of the school's safeguarding procedures
- Report any concerns about a child's welfare to a staff member immediately
- Act responsibly when interacting with children on school grounds