

Lisburn Central Primary School and **Nursery Unit**



PARENTAL CODE OF CONDUCT

Reviewed: June 2024

STATEMENT OF PRINCIPLES

At Lisburn Central Primary School and Nursery Unit we are very proud and fortunate to have a very dedicated and supportive school community. We recognise that educating children is a process that involves partnership between parent/carers/guardians, class teachers and the school community. We believe pupils benefit when the relationship between home and school is a positive one.

As a partnership, we all should 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 to participate fully in the life of our school and promote communication with parents.

Purpose

The purpose of this policy is to provide a reminder to all parents and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

Guidance

We expect parents, carers and visitors to:

- Respect the caring ethos and values of our school;
- Understand that both teachers and parents need to work together for the benefit of their children;
- Demonstrate that all members of the school community should be treated with respect and therefore everyone should set a good example in their own speech and behaviour;
- Seek to clarify a child's version of events with the school's view in order to bring about a solution to any issue;
- Be responsible for own child's behaviour, especially in public when going to and leaving school;
- Approach the school to help resolve any issues of concern by making an appointment to meet with / talk with the class teacher in the first instance, Head of Key Stage and then with the principal if the matter remains unresolved.

Please remember how busy members of staff are during the school day, particularly first thing in the morning and they may need to wait until the end of the school day to respond to you.

The Governors expect and require members of staff to behave professionally in these difficult situations and attempt to defuse the situation where possible, seeking the involvement, as appropriate, of other colleagues. All members of staff have the right to work without fear of violence and abuse and the right, in an extreme case, of appropriate self-defence.

In the event of Staff being subjected to inappropriate language or abusive behaviour the Governors encourage them to end the telephone call or meeting, immediately. Teaching staff also have the right to include a member of the Senior Leadership Team during interviews/meetings with parents.

We expect parents and other visitors to behave in a reasonable way towards members of school staff. This policy outlines the steps which will be taken when behaviour is unacceptable.

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

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds including team matches;
- Using offensive language, swearing, cursing, or using disrespectful language anywhere on school grounds or on online school social media posts or school remote learning sites such as Seesaw;
- Abusive or threatening emails or text/voicemail/phone messages or other written communication
- Shouting at members of school staff, either in person or over the telephone, or speaking in an aggressive, demanding or intimidating manner, including invading their personal space. If such an event occurs staff have the right to end the telephone call or meeting immediately.
- Defamatory, offensive or derogatory comments regarding the school or any of the students/parent/staff, at the school on Facebook or other social media sites.
- Dictating behaviour to staff about how their professional duties will be discharged;
- Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or student;
- Damaging or destroying school property;
- The use of physical aggression towards another adult or child;
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child, while in school. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences);
- Smoking/or use of a vaping device and consumption of alcohol or other drugs whilst on school property or appearing on school property under the influence of drugs or alcohol;
- Dogs being brought on to school premises.

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

In addition, we also expect our parents, carers and visitors to keep our children safe by adhering to the school's request to park safely during morning and afternoon collections.

Unacceptable behaviour may also result in the PSNI/any other relevant Agencies being informed of the incident.

Furthermore, the purpose of this code of conduct is to provide the expectations around the conduct of all parents, carers and visitors connected to our school in five key areas:

1. Expectations regarding daily routines

Please ensure your child;

- has everything they need (coat, schoolbag, lunchbox, water bottle, pencil case, homework books etc.)
- knows whether they have been booked in for dinners or not.
- adheres to the specific drop-off and collection times.
- understands who is picking them up from school, what time they are being collected and from which specific gate, or if they are to walk home.
- comes to school in correct school uniform, or a kit only on their PE Day.

2. Expectations regarding homework

When completing homework, please;

- ensure it is completed each night as it is set to complement classwork.
- read any teacher instructions carefully, especially on Seesaw.
- support your child if necessary, providing them with a quiet, suitable place to complete it.
- encourage them to read as often as possible.
- contact your child's teacher if you have any issues.

3. Expectations regarding home-school communication

We would politely ask that;

- any communication is kept professional and confidential.
- no school related issues would be posted on social media.
- if you have any issues or grievances, you would contact your child's teacher, Mrs Poots (Principal) or Mr Brown (VP) directly.

Please note that outside issues, especially related to social media, are beyond our remit.

4. Expectations regarding school payments (Including dinners, trips, offsite sport and PTA events.)

- Almost all payments are now made via the 'School Money' App. Please try to pay for things promptly, however, do not hesitate to contact us if you are having any technical difficulties. If you are struggling to make a payment, please speak to Mrs Poots directly. Please note overdue payments cannot be written off at the end of a school year - continual refusal to pay will result in your child missing future activities.

5. Expectations regarding any additional support

If your child requires any additional support, please;

- keep their class teacher, Mrs Anthony or Mrs Poots informed.
- ensure they do their best to attend support sessions in school. (Please notify the school office if they are going to be absent so that we can notify any peripatetic support staff.)
- fill in any information requests from school or the health services promptly, honestly and accurately.
- attend online or in-person meetings.