



# Code of Conduct

The Code of Conduct was drawn up by children and adults in our school and sets out the high expectations we have for behaviour which are based on respect for each other. The following is the final Code of Conduct drawn up by the School Council, with the Governors section added in.

At Phoenix Primary we recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents 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 policy is to provide a reminder to all parents, carers 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.

## Children

At school, we positively expect that all children will:

- Be polite and courteous and demonstrate good manners
- Make the very best use of all opportunities given to them at school
- Allow other children and staff to enjoy school
- Treat adults and other children with care, consideration and kindness
- Respect any differences that others may have
- Treat property, possessions, the school environment and the local community with respect
- Be conscious of the need to ensure the safety of themselves and others

## Parents Guidance

As well as following the guidance set out in our Home-School Agreement, we expect parents, carers and visitors to:

- Respect the caring ethos 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 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 peaceful solution to any issue.
- Approach the school to help resolve any issues of concern.
- Avoid using staff as threats to admonish children's behaviour.

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 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 e-mails 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 1). Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, the Head teacher 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. This includes physical punishment against your own child on school premises.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (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.
- Dogs being brought on to school premises.
- Taking photos or videoing staff, children or other adults without their consent.

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 this policy and we thank you for your continuing support of the school.

### Staff

At school and in the local community, we positively expect that all staff will:

- Be polite and courteous and demonstrate good manners
- Make the very best use of all opportunities given to them at school to enhance their own CPD in line with the school development plan.
- Allow other staff and children to enjoy school
- Treat adults and other children with care, consideration and kindness
- Respect any differences that others may have
- Treat property, possessions, the school environment and the local community with respect
- Be conscious of the need to ensure the safety of themselves and others
- Ensure that young people are listened to and consider their well-being and safety
- Develop an appropriate working relationship with the community, based on mutual trust and respect
- Set the example for all children, parents/carers and other adults, set a good example at all times
- Display consistently high standards of behaviour and appearance
- Never exert undue influence over others to obtain personal benefit or reward
- Never condone rule violations and inappropriately aggressive play
- Display appropriate behaviour towards other teachers, and volunteers

### Governors

As individual board members:

- We accept that our role is strategic and so will focus on our core functions rather than involve ourselves in day-to-day management.



- We will develop, share and live the ethos and values of our school.
- We agree to adhere to school policies and procedures as set out by the relevant governing documents and law.
- We shall fully cooperate with individual requests that are necessary to ensure organisational compliance, such as disclosure and barring checks.
- We will work collectively for the benefit of the school.
- We will be candid but constructive and respectful when holding senior leaders to account.
- We will consider how our decisions may affect the school and local community.
- We will stand by the decisions that we make as a collective.
- Where decisions and actions conflict with the Seven Principles of Public Life or may place pupils at risk, we will speak up and bring this to the attention of the relevant authorities.
- We will only speak or act on behalf of the board if we have the authority to do so.
- We will fulfil our responsibilities to school staff, ensuring a safe working environment, support for their wellbeing, and acting fairly and without bias.
- When making or responding to complaints we will follow the established procedures.
- We will strive to uphold the school's reputation in our private communications (including on social media).
- We will have regard to our responsibilities under The Equality Act and will work to advance equality of opportunity for all.

### Inappropriate use of Social Network Site

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/pupils. The Governors of Phoenix Primary considers the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any pupil or parent/carer of a child/ren being educated in Phoenix Primary 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 immediately.

In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly is the issue of cyber bullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare.

We would expect that parents would make all persons responsible for collecting children aware of this policy.

### Procedures for Reporting Concerns

Any concerns should be discussed initially with Headteacher or Deputy headteacher and appropriate policy and procedure to be followed with advice from HR.



This policy should be read in-line with Whistleblowing Policy and Procedures.

For greater detail for working with children and young people in schools see Guidance for Safer Working Practice for those working with children and young people in education (2022). This is available on the school shared drive.

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