



**NEWCOMEN  
PRIMARY  
SCHOOL**



**'BELIEVE ACHIEVE SUCCEED'**

## **Parent/Carer Code of Conduct**

**Headteacher:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Written By	K Pusztai
Date	September 2019
Review Date	September 2022

**This Code of Conduct is an unsigned agreement between the Parents and Carers and Newcomen Primary School.**

We use the term 'parents/carers' to refer to:

- Anyone with parental responsibility for a pupil
- Anyone caring for a child (such as grandparents or child-minders)

Newcomen Primary School is a family school with a strong sense of identity and tradition. The school is embedded deeply within the community and parents and carers are very supportive. Their opinions are welcomed and acted upon reflecting an honest and genuine home school partnership.

There is an overwhelming energy and team ethos at Newcomen Primary School. The 'Can Do' culture of the school is positive and progressive and our established shared mission statement, Believe Achieve Succeed, is embraced by all.

At Newcomen Primary School, we are very proud and fortunate to have a very dedicated and supportive school community. The staff, governors, parents and carers all recognise that the education of our children is a partnership between us.

**We have an embedded whole school family ethos and are driven by a shared internal desire to secure the best outcomes for our families and our children – our most precious asset**

Responses from our most recent annual Family Questionnaire: 229 responses	
<p>Pastoral Care and Safeguarding: 99.8% Agree</p> <ul style="list-style-type: none"><li>• My child is happy at Newcomen Primary School</li><li>• My child feels safe at school</li><li>• Newcomen provides a safe and welcoming environment</li><li>• My child is well looked after at this school</li><li>• This school ensure the pupils are well behaved</li><li>• This school deals effectively with bullying</li><li>• The school responds well to any concerns I raise</li></ul>	<p>Teaching and Learning: 99.7% Agree</p> <ul style="list-style-type: none"><li>• My child makes good progress at Newcomen Primary School</li><li>• My child is taught well at this school</li><li>• I am happy with the standards that my child is achieving as an individual</li><li>• I receive valuable information from the school about my child's progress</li><li>• The school is well led and managed</li><li>• I would recommend this school to another parent</li></ul>

Quotes from Questionnaire:

- *I have happy, well-educated, content children. They are encouraged to work to the best of their ability in a way that makes them enjoy school. Happy children = happy parent!*
- *I think everything you do is really excellent. That is why I think Newcomen is the most outstanding school and the best school in Redcar.*
- *Great school. Outstanding staff. I always feel involved with my child's education.*
- *Every aspect of learning is met with dedication. Thanks to YOU all.*
- *You work together as a school to provide the best for the children.*
- *Fantastic leadership with amazing teaching staff in which we have full confidence.*

I cannot stress how appreciated your positive and thoughtful words really are to us and I thank you for your ongoing support and acknowledgement of all that we do here at Newcomen Primary School.

We are here to give your children, our most precious asset, the very best possible start in their education journey.

We expect our school community to respect our school ethos and set a good example of their own behaviour when on the school premises.

As a partnership, we are all aware of the importance of good working relationships and all recognise the importance of these relationships to equip our children with the necessary skills for their education. For these reasons, we welcome and encourage parents and carers to participate fully in the life of our school.

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.

We are committed to resolving any concerns which may arise in a constructive manner, through an open and positive dialogue. However, we understand that everyday misunderstandings can cause frustrations and have a negative impact on our relationships. Where issues arise or misconceptions take place, please contact your child's teacher in the first instance. Alternatively, please contact the Headteacher who will be available to talk with you and go through the issue and hopefully resolve it. Where issues remain unresolved, please follow the school's complaints procedure. This is available on the school website or a copy can be requested from the school office.

This code of conduct aims to clarify the types of behaviour that will not be tolerated and seeks parental agreement to these expectations. The code of conduct also sets out the actions the school can take should this code be ignored or where breaches occur.

## **1. Purpose and scope**

At Newcomen Primary School we believe it's important to:

- Work in partnership with parents and carers to support their child's learning
- Create a safe, respectful, trusting and inclusive environment for pupils, staff and parents / carers
- Model appropriate behaviour for our pupils at all times

To help us do this, we set clear expectations and guidelines on behaviour for all members of our community. This includes staff (through the staff code of conduct) and pupils (through our behaviour policy). This code of conduct aims to help the school work together with parents and carers by setting guidelines on appropriate behaviour.

## **2. Our expectations of parents and carers**

We expect parents and carers to:

- Respect the ethos, vision and values of our school
- Work together with staff in the best interests of our pupils
- Treat all members of the school community with respect – setting a good example with speech and behaviour
- Behave in an appropriate manner at all times whilst on school site
- Seek a peaceful solution to all issues
- Correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct

- Approach the right member of school staff to help resolve any issues of concern

### 3. Inappropriate Behaviour that will not be tolerated

- Disrupting, or threatening to disrupt, school operations (including events on the school grounds and sports team matches)
- Swearing, or using offensive language
- Intimidating behaviour
- Harassment
- Persistent complaining
- Vexatious complaining
- Monopolising the time of staff at school
- Inappropriate conversations with staff
- Displaying a temper, or shouting at members of staff, pupils or other parents
- Threatening another member of the school community
- Sending abusive/inappropriate messages to another member of the school community, including via text, email or social media
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms
- Use of physical punishment against your child while on school premises
- Any aggressive behaviour (including verbally or in writing) towards another child or adult
- Disciplining another person's child – please bring any behaviour incidents to a member of staff's attention
- Smoking or drinking alcohol on the school premises
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the school premises (other than guide dogs)
- Refusing to follow Home/School Agreement

### 4. Social Media

Most people take part in online activities and social media. It has many positive attributes. However, within these spaces we ask that you use common sense when discussing school-life online. We ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, school staff, parents or children. We take very seriously inappropriate use of social media by a parent to publicly humiliate or criticise another parent, member of staff or child. If parents have any concerns about their child in relation to the school, they should contact the headteacher. Parents and carers should not use social media as a medium to air any concerns or grievances.

#### **Online activity which we consider inappropriate:**

- Identifying or posting images/videos of children
- Abusive or personal comments about staff, governors, children or other parents
- Bringing the school in disrepute
- Posting defamatory or libellous comments
- Emails circulated or sent directly with abusive or personal comments about staff or children

- Using social media to publicly challenge school policies or discuss issues about individual children or members of staff
- Threatening behaviour, such as verbally intimidating staff, or using bad language
- Breaching school security procedures

At Newcomen Primary School, we take our safeguarding responsibilities seriously and will deal with any reported incidents appropriately in line with the actions outlined above.

## **5. Breaching the code of conduct**

If the school suspects, or becomes aware, that an individual has breached the code of conduct, the school will gather information from those involved and speak to the person about the incident.

Depending on the nature of the incident, the school may then:

- Send a warning letter
- Implement a communication plan
- Invite the individual into school to meet with a senior member of staff or the headteacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- Seek advice from Redcar and Cleveland's Legal team regarding further action (in cases of conduct that may be libellous or slanderous)
- Bar the individual from the school premises

The school will always respond to an incident in a proportional way. If the school believe someone has breached the code of conduct, information will be gathered and a proportionate decision will be made, taking into account and representations, written or otherwise, from those concerned.

The final decision for how to respond to breaches of the code of conduct rests with the headteacher.

The headteacher will consult the chair of governors before banning an individual from the school site.

## **6. Banning an individual from school premises**

Schools are private property. People do not have an automatic right to enter. Parents have an 'implied licence' to come on to school premises at certain times, for instance:

- for appointments
- to attend a school event
- to drop off or pick up younger children

Schools can bar someone from the premises if they feel that their aggressive, abusive or insulting behaviour or language is a risk to staff or pupils. It's enough for a member of staff or a pupil to feel threatened or intimidated.

Section 547 of the Education Act 1996 makes it a criminal offence for a person who is on school premises without legal permission to cause or permit a nuisance or disturbance. Trespassing itself does not constitute a criminal offence.

To have committed a criminal offence, an abusive individual must have been barred from the premises or have exceeded their 'implied licence', then also have caused a nuisance or disturbance.

If a school has reasonable grounds to suspect that someone has committed an offence, then they can be removed from the school by a police officer.

We will inform an individual that they've been barred in writing and will invite them to present their views in writing on the matter within 10 working days.

After the individual's side has been heard, the Headteacher will decide whether to continue with barring them. The decision will be reviewed within 10 working days.

Any complaints regarding this process or about the policy must be raised in accordance with the complaints policy.



NEWCOMEN

# Newcomen Primary School Home School Agreement

## **As a school we will:**

1. Provide a secure, caring and calm environment with a family ethos in which all children can learn, grow and develop.
2. Aim to give every opportunity for your child to achieve their very best.
3. Value your child as an individual.
4. Insist on high standards of behaviour.
5. Aim to build good relationships.
6. Aim to develop the children's self responsibility and resilience.
7. Ensure parents / carers feel welcome and keep them informed about their child's progress.
8. Contact parents /carers if there are concerns with their child's attendance, punctuality, work ,behaviour or health.
9. Provide a curriculum which is broad, balanced and appropriate.
10. Put the children at the centre of everything we do.

## **As the parent I will:**

1. Support the school in its aims to educate my child.
2. Accept responsibility for my child's behaviour and support the school's policies.
3. See that my child attends school regularly and on time, informing school of reasons for absence.
4. Check that my child brings everything required for school.
5. Support my child with learning at home as stipulated in the Homework Policy.
6. Attend Consultation Evenings to discuss my child's progress.
7. Make sure that books and equipment are cared for.
8. Ensure that my child is dressed appropriately in school uniform.

## **As the pupil I will:**

1. Always walk in a quiet and sensible manner throughout school.
2. Always show respect towards others.
3. Be an honest and truthful Newcomen citizen.
4. Be kind and never hurt others.
5. Always work my hardest and give my all.
6. Keep my desk, classroom and our environment tidy.
7. Dismount bicycles and scooters whilst on school grounds.
8. Believe
9. Achieve
10. Succeed

**Newcomen Primary School  
Courtesy Code of Conduct**

**Written by the pupils of  
Newcomen Primary School**

**Signed (Head Teacher):**

**Signed (Chair of Governors)**

*K. Rusby*  
*[Signature]*

**Signed (Parent):**

**Date:**

**Pupil name:**

**Class:**

**Date:**

## **Newcomen Primary School Commitment.**

### **We are committed to:**

- Promoting high standards of work and behaviour.
- Promoting equal opportunities for all.
- Working in partnership with the local community and all stakeholders.
- Valuing feedback and acting on this.
- Teaching the fundamental British values of Tolerance, Democracy, Individual Liberty, Mutual Respect and the Rule of Law.

## **School Uniform**

- Students are expected to be in school uniform at all times
- All uniform items are compulsory
- Clothing such as denim, T-shirts, colourful fashion shoes, boots , hats and jewellery are not part of our uniform.

**Thank you for your support**