



Federation Headteacher Mrs S Mackintosh
<http://www.knaphillfederationofschools.org.uk/>

Parents' Code of Conduct

A Code of Conduct for Parents, Carers and Visitors

Rationale

Knaphill Schools are welcoming, supportive and inclusive and it is important that all members of the school community work together. We are proud of our good reputation and we depend on the entire school community to help us maintain and improve our children's learning.

We are very fortunate to have supportive and friendly parents and carers. Our parents/carers recognise that educating children is a process that involves partnership between home and school and understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we welcome and encourage parents/carers to participate fully in the life of our school, through avenues such as the PTA.

The purpose of this code, is to provide a reminder to all parents, carers and visitors about expected conduct to ensure a safe and positive school environment for our children.

Respect and Concern for Others and Their Rights

Parents and carers are allowed on to school premises by permission of the school; this may be withdrawn if necessary.

We expect parents, carers and visitors to show respect and consideration for others by:-

- Allowing plenty of time so that children arrive ready for a punctual start to the school day, to avoid disruption to their own learning and that of the entire class;
- Supporting the respectful ethos of the school by setting a good example in their own speech and behaviour towards all members of the school community, both on school premises and in its immediate area;
- Working together with all staff for the benefit of the children. We ask you to contact the school to deal with any issues of concern. The school will discuss and clarify specific events, issues and queries in order to bring out a positive solution;
- Correcting their own children's behaviour, especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour;
- Respecting the school environment, including keeping the school tidy by not littering;
- Parking carefully and in good time for the safety of the children, yourself and all road users, by avoiding parking, waiting or stopping in areas presently indicated by yellow lines or traffic cones, or in front of the school gates, which must be kept clear at all times;
- Not entering the classrooms before the school day begins, in order to allow teachers to fully prepare for their day;



- Not bringing animals onto school grounds for health and safety reasons, unless it is for educational purposes and with the express prior permission from the Head Teacher;
- Not entering the classroom after the school day has started e.g. if your child is late – parents/carers/adults should go to the school office and your child will be escorted to their classroom;
- Requesting appointments and messages for the class teachers must be emailed to office@knaphill-lower.surrey.sch.uk (Lower School) office@Knaphill.surrey.sch.uk (Junior) or written requests left in the school office.

In order to support the ethos of our school, we will not tolerate:-

- Disruptive behaviour which interferes with teaching, learning or administration within the school;
- Using loud and/or offensive language or displaying temper;
- Threatening, aggressive or intimidating conversations or behaviour towards another adult or child;
- Abusive, threatening or damaging emails, phone, text or social network messages relating to the school;
- Smoking, using tobacco or being under the influence of alcohol or drugs on the school premises;
- Damaging or destroying school property.

The Federation Head Teacher and the school Governors may prohibit an adult from entering the school grounds to safeguard our school community. Adverse behaviour may be reported to the appropriate authorities.

