

Parent Code of Conduct Policy

Date Issued:	May 2025
Review Date:	August 2026

Purpose and scope

At Westfield Academy, we believe it's important to:

- Work in partnership with parents to support their child's learning;
- Create a safe, respectful and inclusive environment for pupils, staff and parents; and
- 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 Policy) and pupils (through our Behaviour Policy).

This code of conduct aims to help the Academy work together with parents by setting guidelines on appropriate behaviour.

We use the term 'parents' to refer to:

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

Our expectations of parents and carers

We expect parents, carers and other visitors to:

- Respect the ethos, vision and values of our Academy;
- 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;
- 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; and
- Approach the right member of school staff to help resolve any issues of concern.

Behaviour that will not be tolerated

- Disrupting, or threatening to disrupt, school operations (including events on the Academy's grounds and sports team matches).
- Swearing, or using offensive language.
- Displaying a temper, or shouting at members of staff, pupils or other parents.
- Threatening another member of the Academy community.
- Sending abusive messages to another member of the Academy community, including via text, email or social media.
- Posting defamatory, offensive or derogatory comments about the Academy, its staff or any member of its community, on social media platforms.
- Use of physical punishment against your child while on Academy 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 Academy premises (unless alcohol has been allowed at a specific event).
- Possessing or taking drugs (including legal highs).
- Bringing dogs onto the Academy premises (other than guide dogs).

Breaching the code of conduct

If the Academy suspects, or becomes aware, that a parent has breached the code of conduct, the Academy will gather information from those involved and speak to the parent about the incident.

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

- Send a warning letter to the parent;
- Invite the parent in to the Academy to meet with a senior member of staff or the Headteacher;
- Contact the appropriate authorities (in cases of criminal behaviour);
- Seek advice from the Trust's legal team regarding further action (in cases of conduct that may be libellous or slanderous); and / or
- Ban the parent from the Academy's site.

The Academy will always respond to an incident in a proportional way. 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 Trustees before banning a parent from the Academy's site.