

Loxwood Primary School

Parent Code of Conduct



Approved by:

Governing Body

Date: October 2025

Next review due by:

October 2026

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1. Purpose and scope

At Loxwood School, we believe it's important to:

- Work in partnership with parents to support their child's learning – other children's needs cannot be discussed.
- Create a safe, respectful and inclusive environment for pupils, staff and parents
- Model appropriate behaviour for our pupils at all times
- Model our values of kindness and respect between all members of our school community

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 by setting guidelines on appropriate behaviour.

We use the term 'parents' to refer to:

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

2. Our expectations of parents and carers

We expect parents, carers and other visitors 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
- 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. 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
- Displaying a temper, or shouting at members of staff, pupils or other parents
- Threatening another member of the school community
- Sending abusive 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/vaping or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the school premises (other than guide dogs)

4. Breaching the code of conduct

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

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

- Send a warning letter to the parent
- Invite the parent into school to meet with a senior member of staff or the headteacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- Ban the parent from the school site

The school 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 governors before banning a parent from the school site.

5. WhatsApp Agreed Code of Use for Parents

1. Respect the purpose and objective of the group. The primary goal of the Class WhatsApp group is to facilitate the sharing of information that is pertinent to the pupils in our class. We encourage all parents to refer to the 'Up to the Minute' (our weekly newsletter) and official website for updates and important announcements prior to reaching out to the class representative. This will help ensure that the group remains focused on relevant class matters.
2. Furthermore, the group serves as an avenue for social interaction among parents and is instrumental in enlisting support for school events. Your involvement and cooperation are crucial in building a strong community spirit.
3. The WhatsApp group is not an appropriate platform for discussions of a personal nature, nor should it be used to promote businesses or convey biased opinions. For personal messages, please utilise direct messaging to maintain the group's intended purpose.
4. The group administrator, usually the class representative, acts as the moderator and is responsible for monitoring communications to ensure they comply with these guidelines. If messages move away from the agreed purpose, the administrator will intervene to redirect discussion, including removing inappropriate or negative comments where necessary.
5. You are encouraged to refrain from sending content, information or "news" that hasn't been verified. If you feel uncomfortable in a group for any reason, feel free to notify the group administrator. If appropriate, the group administrator can report any concerns to the school.
6. Do not share any opinions about a teacher's teaching style or personality. Should you have any personal views or concerns relating to a specific teacher or school matter, these should be raised with the teacher, in the first instance.
7. Please remember that not every message will receive a response, and this should not be interpreted personally. If you require a reply, sending a direct message would be more effective. If you find yourself engaged in a discussion with a specific member, I encourage you to transition that conversation to direct messaging, as the rest of the group may not find it relevant.
8. Before sending a video, picture, meme or any content, analyse if such material will be in the interest of the majority of the members of the group. Consider whether you would be happy for your message or comment to be written or published before sharing it.