Cannon Park Primary School

Encouraging Excellence

Code of Conduct for Parents and Visitors

Review Programme:	
Policy Review Date	November 2026
Date of Next Review	November 2028
Reviewed by	Head Teacher and Business Manager
Head Teacher	Tom Ray
Chair of Governors	John Teago

1. Purpose and scope

At Cannon Park Primary School, 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
- Model appropriate behaviour for our pupils at all times
- Follow our school values of teamwork, respect, integrity, enjoyment and discipline

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. Do not approach other children or parents to resolve issues that have occurred in school.

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
- Seeking to sort
- Smoking 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)
- Seek advice from the local authority's legal team regarding further action (in cases of conduct that may be libellous or slanderous)
- 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.

Coventry Police – Sergeant Kim Keating

'Schools have a code of conduct policy for adults coming onto school site, and the vast majority will be unaware of this or why it is in place thankfully.

However, incidents that happen outside of school and in local communities will sometimes be brought into a school playground in front of young children, exposing them to language and behaviour they should never understand. It can be a very frightening experience for them. This behaviour is totally unacceptable and if matters play out in a school setting the police will take action against those involved. Any tensions or incidents outside of school should be reported to officers using 101 or 999 and it can be dealt with appropriately.

If an incident should happen in the playground, and if the School Headteacher has already spoken to a parent before about behaviour on site, then my staff have opened up the following options to them.

The first step will be a Community Protection Warning that can in effect ban anyone from the school site and put restrictions on their involvement with the school, and this will last for 3 months. This will affect who can and can't drop or collect children from school and put strain on your arrangements.

If this is unheeded and behaviour continues and the Community Protection Warning (CPW) is breached, it will result in a Community Protection Notice being issued, this carries a power of arrest, and you will be sent to Magistrates Court where a fine or community sentence will be passed. This will be enforced and it will be followed up. Any mistreatment of school staff or other students for whatever reason will not be tolerated.

I would also remind you that verbal and physical abuse can also be prosecuted by other legal options.

Respect and fairness to school staff and the school environment is essential.

This will hopefully be a last resort in most cases, but if you persist and continue any behaviour in school over a period of time that affects the learning of students, or workplace safety and comfort of staff, we will take action.'