



## **CHESTERTON PRIMARY SCHOOL Acceptable Behaviour of Adults on School Premises**

### **Introduction**

At Chesterton Primary School we pride ourselves on having a positive and supportive ethos. We have this ethos for the whole school and encourage Parents and Carers to be part of our whole school community. This policy outlines how we can work together to ensure all members of the 'Chesterton Community' are able to feel safe and valued in a positive learning community.

### **Open door policy**

**We have an open door policy where we welcome Parents and Carers to come into school if they need to discuss any issues or concerns. For the benefit of the whole community we prefer to deal with any issues as quickly and effectively as possible.**

If relevant staff are unable to meet with Parents and Carers we will make an appointment for a convenient time as quickly as possible.

### **Expectations of all adults while on school premises**

As role models and for the well-being of the whole school community, we expect all adults to behave appropriately when on school premises.

### **We ask Parents and Carers to treat Staff, Visitors and other Parents and Carers:**

- In a manner they would like to be treated;
- In a calm and friendly way;
- With respect.

### **We expect that Staff will treat Parents and Carers:**

- In a manner they would like to be treated;
- In a calm, professional and friendly way;
- With respect.

### **Mornings.**

We kindly request that Parents and Carers bring children to the school punctually in the morning to the external classroom doors. We also kindly request that Parents and Carers do not come through the double doors by Mrs Smith's office. We will ensure a member of staff is on hand to pass on messages and to arrange appointments if needed.

**The overall expectation is that all adults behave appropriately and act as role models on school premises.**

If there are incidents where Parents and Carers do not behave appropriately we will:

1. Discuss concerns with individuals and outline expectations.
2. Send a letter or organise a meeting with a senior member of staff setting out expectations.
3. If there are further concerns following step 2, we will organise a meeting with the governing body.

### **Serious disturbance and threatening or aggressive behaviour**

It is an offence under section 547 of the Education Act 1997 for any person (including a Parent) to cause a nuisance or disturbance on school premises. In the unlikely event of a serious disturbance or act of threatening or aggressive behaviour we will:

1. Ask the Parent to come somewhere quiet to discuss the issue;
2. Outline expectations and request that the parent discusses the issue calmly so that it can be dealt with effectively;
3. Report the incident to the Local Authority in line with policy and procedures;
4. Remind the Parent of our Acceptable Behaviour Policy and request that further concerns are discussed calmly and appropriately.

Where there are further incidents of aggressive and threatening behaviour we will:

1. Contact the police (if necessary);
2. Organise a meeting with the Governing body;
3. In extreme circumstances, Parents and Carers may be banned from school premises.

### **Inappropriate Use of Social Media**

Social media websites can be misused to share inappropriate and malicious content against schools, Headteachers, school staff, and in some cases other Parents and Carers/pupils. Chesterton Primary School considers the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the Class Teacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any pupil or parent/carer of a child/ren being educated at Chesterton Primary is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. The Headteacher and Governing Body will also consider its legal options to deal with any such misuse of social networking and other sites. Instances of deliberate public humiliation and/or defamation by inappropriate social network entry will be taken seriously and investigated as such.

There are four UK statute laws related to the use of IT in relation to bullying which could apply in this situation. These are:

If a parent makes a comment online that is directly about or refers to an individual who may be easily identified, it may be defamatory. This could give rise to a claim for libel. If the comments are particularly abusive, and damage the reputation of the school, then Chesterton Primary will contact the Police.

- The Protection from Harassment Act 1997: this states that it is unlawful to cause harassment, alarm or distress by 'a course of conduct'
- The Criminal Justice and Public Order Act 1994: this defines a criminal offence of intentional harassment, which covers all forms, including sexual harassment
- The Malicious Communications Act 1998: this states that it is an offence to send an indecent, offensive or threatening letter, electronic communication or other article to another person (originally passed 1988; second impression 1998)
- The Communications Act 2003: under this act a person is guilty of an offence if he/she sends by means of a public electronic communications network a message or other matter that is grossly offensive or of an indecent, obscene or menacing character

Additionally, if the comments are based on sexual, racial or religious grounds, prosecution can be sought through anti- discriminatory laws.

## **Conclusion**

Chesterton Primary School is a positive and supportive school where all members of the community are valued. We are extremely grateful for the support and positive attitudes of all involved in making the community a success. We ask all parties to abide with the above in order to maintain a happy and safe environment for all. If you have a grievance about anything in this policy or about a specific incident that you have been involved with, please contact the Headteacher at the school address.

Signed *R. Dutton* (Chair)     *S. Formosa* (Head)

Date: October 2018

Review: October 2021