



The Bridge School Parent and Visitor Code of Conduct

June 2021

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1. Introduction

This Code of Conduct is an unsigned agreement between the Parent / Carer, Visitor and The Bridge School.

At The Bridge School we are proud of our dedicated and supportive school community. We would like the staff, governors, parents and carers all to recognise that the education of our children is a partnership between us.

It is important for parents and carers to make sure any persons collecting their children are aware of this policy.

We expect our school community to;

- Respect our school ethos
- Keep our school safe
- Set a good example of behaviour both on school premises and beyond the school gates

In addition to this, we also expect our parents, carers and visitors to ensure that they conduct themselves in an appropriate manner at all times when visiting school or contacting school by phone.

As a partnership we are all aware of the importance of good working relationships and all recognise the importance of these relationships to equip our children with the necessary skills for their education. For these reasons we will continue to welcome and encourage parents and carers to participate fully in the life of our school by inviting them to parent's forums, parents evenings and open days etc.

The purpose of this code of conduct is to provide the expectations around the conduct of all parents, carers and visitors connected to our school.

We are committed to resolving difficulties in a constructive manner, through an open and positive dialogue. However we understand that everyday misunderstandings can cause frustrations and have a negative impact on our relationships. Where issues arise or misconceptions take place, please contact your child's Keyworker or the Head of Student Welfare, who will be available to meet with you and go through the issue and hopefully resolve it. Where issues remain unresolved, parents and carers can request an appointment with the Headteacher, or follow the school's complaints procedure. This is available on the school website or a copy can be requested from the school office.

This code aims to clarify the types of behaviour that will not be tolerated and seeks parental agreement to these expectations. The code of conduct also sets out the actions the school can take should this code be ignored or where breaches occur.

2. Behaviour that will not be tolerated

- Disruptive behaviour which interferes or threatens to interfere with any of the schools normal operation or activities anywhere on the school premises, including the carpark.
- Any inappropriate behaviour on the school premises.
- Using loud or offensive language.
- Threatening in any way, a member of staff, visitor, fellow parent/carers or child.

- Damaging or destroying school property.
- Sending abusive or threatening emails or text/voicemail/phone messages or other written communications (including social media) to anyone within the school community.
- Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff/governors at the school on Facebook or other sites
- The use of physical, verbal or written aggression towards another adult or child. This includes physical punishment of your own child which will be referred to Halton Children's Safeguarding Board.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences)
- Smoking, taking illegal drugs or the consumption of alcohol on school premises. (Alcohol may only be consumed during authorised events)
- Arriving at school under the influence of illegal drugs or alcohol.

Should any of the above occur on any of the school premises (including Centre 37 and Murdishaw) or in any other building with Bridge school staff and students, the school may feel it is necessary to take action by contacting the appropriate authorities or consider banning the offending adult from entering the school premises as supported by Halton Borough Council..

3. What happens if someone ignores or breaks the code?

In the event of any parent/carers or visitor of the school breaking this code, then proportionate actions will be taken as follows:

In cases where the unacceptable behaviour is considered to be a serious and potentially criminal matter, the matter may be referred to the Police. This will include any or all cases of threats or violence and actual violence to any child, staff or governor in the school. This will also include anything that could be seen as a sign of harassment of any member of the school community, such as any form of insulting social media post or any form of social media cyber bullying.

In cases where evidence suggests that behaviour would be tantamount to libel or slander, then the school may refer the matter to the Halton Council's Legal Team for further action. In cases where the code of conduct has been broken but the breach was not libellous, slanderous or criminal matter, then the school will send out a formal letter to the parent/carers with an invite to a meeting.

If the parent/carers refuses to attend the meeting then the school will write to the parent/carers and ask them to stop the behaviour causing the concern and warn that if they do not they may be banned from the school premises. If after this behaviour continues, the parent/carers will again be written to and informed that a ban is now in place.

Note:

(1) a ban from the school can be introduced without having to go through all the steps offered above in more serious cases.

(2) Site bans can be reviewed upon request of the banned party. This can be requested from The Headteacher by telephoning reception and explaining the request.

4. Issues of conduct with the use of Social Media

Most people take part in online activities and social media. It's fun, interesting and keeps us connected.

The Bridge School has a Facebook page which allows parents to receive and respond to messages about school events. We encourage you to positively participate if you wish. Within these spaces however we ask that you use common sense when discussing school life online.

The school has monitoring arrangements in place through the Boost Online Reputation Alert system to detect inappropriate use of social media to publicly humiliate or criticise another parent, member of staff or child that is linked to The Bridge School. We ask that social media, whether public or private, should not be used to fuel campaigns and voice complaints against the school, school staff, parents or children.

If parents have any concerns about their child in relation to the school, as noted above they should:

1. Initially contact the keyworker or Head of student welfare
2. If the concern remains they should contact the Headteacher
3. If still unresolved, use the School Complaints Procedure

Parents, carers and visitors should not use social media as a medium to air any concerns or grievances. Online activity which would be considered inappropriate includes:

- Identifying or posting images/videos of children
- Abusive or personal comments about staff, governors, children or other parents
- Bringing the school in disrepute
- Posting defamatory or libellous comments
- Emails circulated or sent directly with abusive or personal comments about staff or children
- Using social media to publicly challenge school policies or discuss issues about individual children or members of staff
- Threatening behaviour, such as verbally intimidating staff, or using bad language
- Breaching school security procedures

At our school we take our safeguarding responsibilities seriously and will deal with any reported incidents appropriately in line with both school and council policy.

Thank you for abiding by this code in our school. Together we create a positive and uplifting environment not only for the children but also all who work and visit our school.