UNIVERSITY OF WINCHESTER ACADEMY TRUST

PARENT AND VISITOR CODE OF CONDUCT

Droxford Junior School

Approved by	LAC
Reviewed on	Nov 2026
Next Review Date	Nov 2029
Responsible person	Headteacher
Committee Responsible	LAC
Regularity of Review	3yrs

1 Introduction

At our schools we believe it's important to:

• Work with parents to support their child's learning
• Create a safe, respectful and inclusive environment for pupils, staff, parents and visitors
• Demonstrate 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) and pupils (through our behaviour policy).

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

We use the term 'parents' to refer to:

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

2 Our expectations of parents, carers and visitors

We expect parents, carers and other visitors to:

• Respect the ethos, vision and values of our school
• Work 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 the behaviour of their own child (or a child in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct
• Approach school staff to help resolve any issues of concern or be directed to the appropriate person

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 perceived offensive language
• Displaying a temper, or shouting at members of staff, pupils, visitors or other parents
• Threatening another member of the school community verbally, physically or through social media or messaging 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 or drinking alcohol on the school premises (unless alcohol has been allowed at a specific
• Possessing, taking or being under the influence of illegal drugs (including legal highs and alcohol) on school premises
• Bringing dogs onto the school premises (other than guide dogs)
• Sending, sharing or distributing abusive or unkind electronic or verbal messages to another member of the school community, including via text, email or any social media/messaging sites

Inappropriate use of messenger social network sites i.e. any site or app that is sharing text and/or pictures

Social media websites are being used increasingly in campaigns and complaints against schools, Headteachers, school staff and, in some cases, other parents or pupils. The Department for Education/Government and University of Winchester Academy Trust considers using social media websites in this way to be unacceptable. Any concerns you may have about the school, or your child/children must be raised by speaking to the class teacher, the Headteacher or the Chair of Governors. They will be dealt with fairly, appropriately and effectively for all concerned.

The following behaviours will not be tolerated:

• Sending abusive messages to another member of the school community, including via text, email, messaging sites or social media

• Posting defamatory (slanderous or libellous), offensive or derogatory (insulting), or unkind comments about the school, its staff or any member of its community, on messaging services or social media platforms.

Libel (sharing false information in writing) or sharing unkind personal views about other members of the school community

In the event that any pupil or parent/carer of a child/children at a UWINAT school is found to be posting libel (false) information or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content which can be posted on the site, and they provide robust systems to report contact or activity which breaches the rules. The school will also expect that any parent/carer or pupil deletes such comments immediately and does not repeat them

Cyber Bullying – using electronic communication to harm or bully a person

We take very seriously the use of cyber bullying by one child or a parent to publicly humiliate any member of the school community by inappropriate social network use. We will deal with this as a serious incident of school bullying. The school will also consider its legal options to deal with any such misuse on social networking sites, messaging platforms and other sites

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 including the police for criminal behaviour or Social Services if the behaviour affects the safety and wellbeing of a child or children
• Seek advice from The University of Winchester Academy Trust's legal advisors regarding further action (including cases of conduct that may be libelous (sharing false written information) or slanderous (speaking untruths)
• 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 Local Academy Committee before banning a parent from the school site.

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