

# **PARENTS AND VISITORS CODE OF CONDUCT**

**A Safeguarding Policy**

**December 2025**

**Hollyfield Primary School**  
**...a place where everyone matters**



**Version:**

**Ratified by the Governing Body:**

**Signed by the Governing Body:**

**To be reviewed (annually):**

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At Hollyfield Primary School we are very fortunate to have a supportive and friendly parent body. Our parents/carers recognise that educating children is a process that involves partnership between parents/carers, class teachers and the school community. As a partnership, our parents/carers will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school.

The purpose of this policy is to provide a reminder to all parents/carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

### **Guidance**

We expect parents/carers and visitors to:

- Understand that both teachers and parents/carers need to work together for the benefit of their children.
- Respect the caring ethos of our school and promote and uphold the school's core values of Respect, Kindness, Resilience, Courage, Honesty and Gratitude.
- Demonstrate that **all** members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Correct own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour.
- Approach the school to help resolve any issues of concern.
- Avoid using staff as threats to admonish children's behaviour.

Our school will decide on a case by case basis whether a parent/carer or visitor's behaviour is unacceptable, but any behaviour that we believe adversely affects our safe and caring learning environment and/or puts the physical or emotional wellbeing of a pupil, member of staff, parent or other visitor at risk, is not acceptable behaviour on our site.

This may include, but is not limited to:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds including team matches. This also includes the school gully at the back of the Key Stage 2 playground
- Using loud/or offensive language, racist language, swearing, cursing, using profane language or displaying temper
- Wearing clothing displaying offensive language or images
- Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or pupil regardless of whether or not the behaviour constitutes a criminal offence
- Damaging or destroying school property

- The use of physical aggression towards another adult or child. This includes physical punishment against your own child on school premises
- 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, vaping or consumption/being under the influence of alcohol or other drugs whilst on school property
- Bringing animals on to our school site without permission, other than guide dogs
- Being in possession of weapons of any kind
- Refusing to follow the reasonable instructions of our staff

In addition, unacceptable behaviour also includes any communication with a member of our school's community that is malicious, threatening or abusive, including in person, over the telephone or in writing, e.g. by letter, email or any other electronic format, such as social media (See Appendix 1), regardless of whether it takes place on the school premises. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, Head Teacher or Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned

Should any of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and, if necessary, even ban the offending person from entering the school grounds.

We trust that parents/carers and visitors will assist our school with the implementation of this policy and we thank you for your continuing support of the school.

## Appendix 1

### **Inappropriate use of Social Network Site**

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/pupils. The Governors of Hollyfield Primary School consider 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 Hollyfield Primary School, 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. This also applies to third parties, for instance individuals from the wider community. Social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report content or activity which breaches this. The school will also expect that any parent/carer or pupil removes such comments immediately.

In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly is the issue of cyber bullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare.

We would expect that parents would make all persons responsible for collecting children aware of this policy.