



Sunnyhill Primary School Community Code of Conduct

“Children are at the heart of everything we do”,
Sunnyhill School Improvement Plan introduction

In order to allow a peaceful, safe and nurturing school environment, to support the children in their learning, the school cannot tolerate parents, carers, visitors or staff members exhibiting the following:

- Disruptive behavior which interferes or threatens to interfere with the operation of a classroom, office or any part of the school grounds.
 - Using loud or offensive language, swearing, cursing, using profane language or displaying a temper.
 - Using passive-aggressive dialogue in a confrontational manner.
 - Threatening to do actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or a pupil regardless of whether or not the behavior constitutes a criminal offence
 - Damaging or destroying school property.
 - Abusive or threatening emails/text/voicemail/phone messages or other communication.
 - Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/carers/staff at the school or on any form of social media.
- The use of physical aggression towards another adult or child. This includes physical punishment against your own child on school premises.

If a parent/carer would like to meet with the school, the following procedure is:

- 1) **Arrange an appointment with the class teacher, or if they are busy, notify the office.** *If a parent/carer needs to ask a quick question, e.g. ‘When is the class assembly?’, ask the teacher directly and the teacher will try to answer. If the issue requires a longer response, make an appointment. Aggressive language, in a meeting or in front of others, in any part of the school, is not tolerated.*
- 2) If a parent/carer wishes to make a **further appointment**, contact **Phase Leaders**: Mr Airey – Nursery & Reception, Mr Holland – Y1-3, or Mr Schweier – Y4-6.
- 3) If the issue is still unresolved, please request an appointment with **Head Teacher** Mrs Wilson or **Deputy Head** Ms Condon.

NB: Please be aware that any meeting will focus on the issue raised; references to previous meetings or issues will not be discussed unless relevant to the issue at hand. All participants will sign a code of conduct for the meeting. Meetings may be recorded.



Agreed procedure for parent/carer & staff meetings:

- All those in the meeting will demonstrate good manners, courtesy and consideration and all participants will treat each other with respect.
- All those in the meeting will discuss the issue raised. References to previous issues that have been resolved will not be discussed.
- One person will speak at a time and others will listen.
- All participants in the meeting will agree not to dominate a conversation, interrupt or participate in side conversations or make unnecessary comments.
- All participants will confine remarks to the merits of the issue and avoid any reference to personalities.
- Disruptive or disrespectful behavior in breach of this procedure or in contradiction of the school's Core Values may result in suspension from participation or dismissal of the offending member of the meeting.

There will be no tolerance for abuse, the use of derogatory remarks, personal insults, passive/aggressive dialogue, threats or any form of discrimination.

For the sake of accuracy and misunderstanding, this meeting may be recorded.

Parent/carer signature(s):	Staff signature(s):
Date of meeting:	Date of meeting:
Signature:	Signature:
Are you happy with the outcome?	Are you happy with the outcome?