



Maidstone Grammar School
for Girls

Non sibi sed omnibus

Code of Conduct for Parents

School Policy

March 2022-March 2024

Contact: Miss Deborah Stanley Headteacher

A forward-thinking community with a tradition of excellence

Purpose and Scope

At Maidstone Grammar School for Girls, we believe it is important to:

- Work in partnership with parents to support their child's learning and development
- Create a safe, respectful and inclusive environment for students, staff and parents
- Model appropriate behaviour for our students at all times
- Nurture community minded citizens who make positive contributions to the school and beyond.

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 students (through our behaviour policy).

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

We use the term 'parents' to refer to:

- Anyone with parental responsibility for a student
- Anyone caring for a child (such as grandparents or child-minders).

Our Expectations of Parents and Carers

We expect parents, carers and other visitors to the school to:

- Respect the ethos, vision and values of our school
- Work together with members of staff in the best interests of our students
- Treat all members of the school community with respect – setting a good example with speech and behaviour
- Seek a calm and reasonable resolution to all issues
- Address their own child's behaviour (or children in their care), including online behaviour, where it could lead to conflict, aggression or unsafe conduct within the school community
- Contact the appropriate member of school staff to help resolve any issues of concern. In most cases this will be for the attention of the form tutor or the subject teacher, via the school's central email address: central@mggs.org.
- Support school policies, for example by ensuring students are not phoned nor receive text from parents during the school day,
- Meeting deadlines set by the school for parental responses for example when applying for and paying for school trips and visits

Behaviour that will not be Tolerated

- Disruption of, or threatening to disrupt, school operations (including events on the school grounds and sports team matches)
- Swearing or the use of offensive language
- Displays of aggressive or confrontational behaviour (including verbally or in writing)

- towards members of staff, students or other parents
- Threatening a member of the school community
- Sending abusive messages to any member of the school community, including via text, email or social media
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms
- Use of physical punishment against your own child while present on school premises
- Disciplining another person's child on site or during any school activity – 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 event)
- Possessing or taking drugs on the school premises (including legal highs)
- Bringing dogs onto the school premises without permission (other than guide dogs).

Breaching the Code of Conduct

If the school suspects, or becomes aware, that a parent has breached the Parental Code of Conduct, the school will gather information from those involved and communicate to the parent about the incident.

Depending on the nature of the incident, the school may then use one or more of the following actions:

- Send a written warning to the parent
- Invite the parent in to school to meet with a senior member of staff or the Headteacher
- Contact the appropriate authorities (in cases of criminal behaviour)
- Seek legal advice regarding further action
- Restrict communication to a designated member of staff
- Ban the parent from the school site.

The school will always respond to an incident in a proportionate 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 Governors before banning a parent from the school site.

Excerpt from the MGGS Communication Protocol:

Communication from Parents/Carers

We want to hear from and respond to parents/carers as soon as possible if they have a question or concern. When telephoning to speak to a member of staff, parents/carers should speak to the school office and not telephone the member of staff directly. If the member of staff is not available our office staff will get a message to them.

In common with other publicly-funded organisations, such as the NHS and Police, MGGS expects that all members of its community are treated with courtesy and respect. The school has a zero-tolerance approach to any individual who behaves aggressively towards members of

staff or students, or who uses vulgar or inappropriate language. In situations where such behaviours or language are exhibited - whether in person or via telephonic or electronic media - the school or its representative will terminate the conversation/meeting and, if appropriate, will ask the individual concerned to leave the school site until such time as s/he is able to conduct her/himself appropriately. Should any individual not accede to such a request, other authorities, including but not limited to the Police, may be contacted.

Parents/carers wishing to meet with a member of staff should telephone the school office to arrange a meeting. Parents/carers should not expect a member of staff to be able to see them if they arrive in reception and ask to see a member of staff immediately. In such instances, parents/carers will be politely reminded of the need to make an appointment and will be given the central@mggs.org email address to allow them to do so.

This Code of Conduct for Parents will be circulated annually to all parents of MGGS students and displayed on the school website. We thank parents and carers in advance for reading and adhering to this policy so that we can work together effectively for the benefit of our students and wider school community.

History Log

Last Revised	Revised By	Ratified By Governors	Next Review Date	Time Scale
March 2020	Zoe Harris	22nd April 2020	April 2022	Biennially
March 2022	Deborah Stanley		March 2024	Biennially