

## 7.3 Parent Code of Conduct

### Policy statement

We strongly believe in developing positive relationships with our parents and carers and we maintain this through the friendly, approachable service we offer to our families. We, alongside our parents, recognise that a child's time at Preschool requires a partnership between home and Preschool which is vitally important to provide the best consistency of care and education.

The purpose of this policy is to provide a reminder to all parents, carers and visitors to our Preschool about expected conduct so that we can work together to ensure a safe and positive environment for all of our children. This policy should be considered alongside our Valuing Diversity and Promoting Inclusion and Equality Policy.

### Respect and Concern for other Adults and Children

We expect parents and carers to show respect and concern for others by:

- Supporting the respectful ethos of our Preschool by setting an example of good conduct in both their own speech and behaviour towards all members of the Preschool community including staff, volunteers, committee members, other parents and children;
- Respecting equal opportunities and the rights of everyone within the Preschool community regardless of their age, gender, sexual orientation, marital status, race, culture, disability, background, religion or belief;
- Maintaining positive lines of communication and working together with staff for the benefit of all children;
- Resolving issues of concern or clarifying specific events with staff whilst they are in the setting and being aware that whilst staff and volunteers wish to maintain a positive relationship with all parents, they are unable to discuss issues when away from the setting;
- Addressing their own child's inappropriate behaviour on the Preschool premises where it could otherwise lead to conflict, aggressive or unsafe behaviour;
- Respecting the Preschool environment;
- Reading and respecting all Preschool policies and procedures; and
- Following our parking guidelines in the local neighbourhood.

### Unacceptable Behaviour

In order to support a peaceful and safe Preschool environment, Duxford Preschool will not tolerate;

- Smoking or vaping in our premises or on school grounds;
- Consumption of alcohol or illegal substances on the premises, or accessing the Preschool site whilst intoxicated or under the influence of illegal substances;
- Any use of disruptive behaviour which interferes with the operation of the Preschool;
- Any use of offensive, abusive or insulting language;
- Any discriminatory, prejudicial, racist, sexist or homophobic remarks or behaviour towards other adults or children;
- Shouting, threatening or any behaviour/language which could be considered intimidating, or the use of physical aggression or violence towards other adults or children;
- Any bullying towards other adults or children;

- Abusive or threatening communications such as e-mails, phone calls, text messages or social network messages;
- Malicious or defamatory comments or social media posts relating to Preschool, the staff or other families; and
- Any inappropriate posting on the internet or social media that could bring the Preschool's reputation into disrepute.

### **Breach of this Code of Conduct**

Any breach of this code of conduct will be treated promptly and taken very seriously. The management will endeavour to determine the appropriate course of action which may include, but is not limited to, any of the following procedures:

- A first and final meeting or letter being used to inform the relevant person that another breach will not be tolerated;
- Withdrawal of permission for the relevant person to be on Preschool premises, which will in effect prevent that person from attending the setting even to drop off or pick up children;
- The suspension and possible permanent withdrawal of a child's place;
- If the staff are presented with a difficult or volatile situation and they feel that an individual is at immediate risk of harm, then the police will be contacted, and their assistance requested to help deal with the situation.

We expect all parents and carers to co-operate with and respect this policy

<b>Version</b>	<b>Changes Made</b>	<b>Author</b>	<b>Date</b>	<b>Review Date</b>
1.0	Baseline version	N Hanlon	26 <sup>th</sup> April 2018	April 2019
2.0	New policy	N Hanlon	11 <sup>th</sup> April 2019	November 2019
2.0	Reviewed – no changes	N Hanlon	25 <sup>th</sup> November 19	November 2020
2.0	Reviewed – no changes	N Hanlon	18 <sup>th</sup> November 20	November 2022
2.1	Inserted the word 'vaping'	N Hanlon	15 <sup>th</sup> November 22	November 2024