

Policy Summary for Families



PARENT AND VISITOR CODE OF CONDUCT

This is a brief summary of our attendance policy. For more details, please read the full policy which can be found [here](#).

Our Commitment

Fulbourn Primary School values a **strong relationship with parents and visitors** to create a **safe, respectful, and supportive learning environment** for all children. This code of conduct ensures that everyone interacts positively and respectfully within our school community.

Expectations for Parents & Visitors

- ✓ **Respect Everyone** – Treat staff, pupils, other parents, and visitors with kindness and dignity.
- ✓ **Set a Good Example** – Behave appropriately and support school values.
- ✓ **Communicate Calmly** – Work with school staff to resolve concerns positively.
- ✓ **Supervise Your Child** – Encourage good behaviour on school grounds.
- ✓ **Follow School Procedures** – Respect parking rules, security measures, and dress appropriately when on school premises.
- ✓ **Raise Concerns Properly** – If you have an issue, speak to the class teacher or headteacher rather than addressing another parent or child directly.

Inappropriate Behaviour

- ✗ Using rude, aggressive, or offensive language
- ✗ Shouting or intimidating others
- ✗ Discriminatory remarks (racist, sexist, etc.)
- ✗ Physical aggression or threats
- ✗ Harassment or bullying (in person or online)
- ✗ Smoking, drinking alcohol, or using illegal substances on school premises
- ✗ Taking photos/videos on school grounds without permission
- ✗ Ignoring parking rules or causing disruption

Any behaviour that makes **pupils, staff, or visitors feel unsafe will not be tolerated.**

School Staff Rights

Staff have the right to:

- Hold meetings at a mutually agreed time.
- Respond to emails within **three working days** (urgent messages should go to the school office).
- Not reply to emails outside working hours or be contacted via social media.
- End a meeting if they feel uncomfortable or the code of conduct is breached.

What Happens if Expectations Are Not Met?

If a parent or visitor behaves inappropriately, the school may:

⚠ **Issue a warning** and request a meeting.

🚫 **Ban the individual from school premises** if behaviour continues.

📞 **Contact the police** if there is a threat, violence, or criminal behaviour.

✉ **Limit communication methods** (e.g., email restrictions).

🔴 **Report safeguarding concerns** if a child's welfare is at risk.

Review & Agreement

This policy is reviewed **annually**, and all parents receive a copy when their child starts school.

By following this guidance, we can create a **safe, respectful, and supportive school community** for everyone.

For any concerns or queries, please contact the **school office**. 📞✉