



Independent School for Girls Aged 2 to 18
and Boys Aged 2 to 11

PARENT CODE OF CONDUCT

Harrogate Ladies' College family of Schools:

Highfield Pre School, Highfield and College

SLT Responsibility: Sylvia Brett

Governor Committee Review: F & GP

Review Cycle: Triennial

PRINCIPAL: Sylvia F. Brett BA (Dunelm), MA (London). **COLLEGE VISITOR:** Baroness Harris of Richmond.
Clarence Drive • Harrogate • North Yorkshire • HG1 2QG **T:** +44 (0)1423 504543 **E:** enquire@hlc.org.uk **www.hlc.org.uk**

REGISTERED OFFICE: Harrogate Ladies' College, Clarence Drive, Harrogate, North Yorkshire HG1 2QG.
Harrogate Ladies' College is registered as a Company in England. Registered number 197987. Educational Charity Registered No. 529579.

Since 1893

This policy applies to the Harrogate Ladies' College Family of Schools - Highfield Pre School, Highfield and College - hereafter referred to as "the School".

Policy Statement

The School aims to provide an all-round education for its pupils based on a set of values which enshrine the concept that everything that goes on within the School should be for the benefit of its pupils. The School believes that education is a liberating and life-enhancing experience and it should provide its pupils not just with paper qualifications, which are, of course, important and necessary, but with a set of attitudes and qualities which will prepare them for the world in which they live and work. These values and aims are set out in the documents *Harrogate Ladies' College's Values* and *Harrogate Ladies' College's Aims*.

The School is open to all pupils and their families irrespective of their race, religion, nationality, cultural or linguistic background. While Highfield Pre School, its pre-prep section, and Highfield, its prep department, are co-educational, College, the 11-18 secondary section is for girls only.

Why do we need a Parent Code of Conduct?

Our staff, pupils and parents/carers are a community working together to give our children the best education that we can give them so that we can all be the best people that they can be.

Staff and Pupils have a clear code of conduct. This is a code of conduct for parents. It sets out clearly how we can work together in a positive way to achieve a happy, safe environment to support our children's learning and fulfils the Schools Values and Aims.

At the School we are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating children is a process that involves partnership between parents and carers, class teachers and the school community. As part of that partnership, our parents 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 their expected conduct. This is so the whole school community can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

Guidance

We expect parents, carers and visitors to:

- respect the caring ethos of our school;
- understand that both teachers and parents/carers need to work together for the benefit of their children;
- demonstrate that all members of the school community are treated with respect and therefore set a good example in their own speech and behaviour;
- seek to clarify their child's version of events with the school's in order to bring about a peaceful solution to any issue;
- correct their child's behaviour especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour;
- approach the school to help resolve any issues of concern;
- avoid using staff as threats to admonish children's behaviour.

In order to support a peaceful and safe school environment the school will not tolerate parents, carers and visitors exhibiting the following:

- 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 sports matches;
- using loud or offensive language, swearing, cursing, profane language or displaying temper - this includes racial or homophobic language;
- acting in an intimidating way towards any member of the school staff or volunteers;
- threatening actual bodily harm to a member of school staff, Governor, visitor, volunteer, fellow parent/carer or pupil regardless of whether or not their behaviour constitutes a criminal offence;
- damaging or destroying school property;
- abusive or threatening e-mails or text/voicemail/phone messages or other written communication;
- defamatory, offensive or derogatory comments regarding the school or any of the pupils, parents/carers or staff at the school on Facebook or other social media sites - any concerns you may have about the school must be made by using the appropriate procedures (see Complaints Policy), so they can be dealt with fairly, appropriately and effectively for all concerned;
- the use of physical aggression towards another adult or child - this includes the physical punishment of your own child on school premises;

Parent Code of Conduct

- 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 (excluding during official school functions) and consumption or being under the influence of alcohol (excluding during official school functions) or other drugs whilst on school property;
- bringing dogs or other pets being on to school premises without supervising them at all times.

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, ban the offending person from entering the school grounds.

Inappropriate use of Social Networking Sites

Social media websites can be used to fuel campaigns and complaints against schools, and in some cases other parents/carers or pupils. The Governors and Principal of the School considers the use of social media websites 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 by using the appropriate procedures (see Complaints Policy) 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 the 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. All social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report contact or activity which breaches this. The school will also expect that any parent/carer or pupil removes such comments immediately (see Acceptable Use Policy).

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/carer 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/carers would make all persons responsible for collecting children or visiting the site on behalf of parents/carers to be aware of this policy.