



## **Broadmeadow Infant and Nursery School**

### **1. Introduction**

*We are an effective school that has built up a solid and impressive culture of respect and positive values over many years. We have decided to adopt this Code of Conduct for Visitors in order to help us further our aim to provide an exemplary education and learning environment for each pupil, based on their needs, in which everyone aims to treat each other with kindness and courtesy.*

### **2. Purpose**

This document provides an explanation of the acceptable standard of behaviour expected from visitors to the school premises and those interacting with its pupils and staff in order make this school a safe place to learn, work and visit.

### **3. Our ethos and values**

***"Happy, vibrant, life-long learners"***

*Our belief is that all children have the right to a stimulating learning environment where they are motivated to learn through the provision of a varied and exciting curriculum. We promote excellent standards of behaviour, have high expectations and are committed to high standards of achievement for all our children.*

- *Provide a safe learning environment which promotes creativity and a curiosity of the wider world.*
- *Encourage children to be confident, independent lifelong learners.*
- *Encourage children to have a positive view of their own self- worth, enabling them to feel secure and valued as individuals within the school community.*
- *Provide an inspiring, challenging environment for ALL children so that they can become highly motivated learners.*
- *Develop an ethos of support, challenge and encouragement to succeed.*
- *Develop the whole child, nurturing and extending their spiritual, moral, social and cultural understanding.*
- *Provide equal opportunities for ALL children.*

- *Teach children a sense of responsibility showing respect for others and the environment*

#### **4. What you can expect of us, and what we expect of you**

*The School and its staff will:*

- *Treat visitors to our school site with the respect to which they are entitled;*
- *Ensure that visitors to our school site are supervised, where necessary;*
- *Check the identity of contractors, workers and other visitors to our school site, as necessary;*
- *Act in accordance with our safeguarding policy (see the school's website); and*
- *Do all that they reasonably can to ensure that our school site is a safe and welcoming learning and working environment.*

**Example** (not an exhaustive list):

*All visitors to our school, and interacting with our pupils and staff, are expected to behave calmly, politely and respectfully. This means that visitors must:*

- *treat all members of our school community, the environment and school property with respect;*
- *follow our school rules, protocols and any instructions given by school staff;*
- *report anything that puts anyone on our site at risk to a member of our staff;*
- *accept that they are responsible for their own child's behaviour and safety, whilst their child is in their care, even when they are on our school premises.*

#### **5. The type of behaviour that the School considers unacceptable**

*Our School will decide on a case by case basis whether a visitor's behaviour is unacceptable, but any behaviour that we believe adversely affects our safe and caring learning environment and/or puts the physical or emotional wellbeing of a pupil, member of staff, parent or other visitor at risk, is not acceptable behaviour on our school site. This may include, but is not limited to:*

- *disruptive behaviour;*
- *aggressive or threatening speech or behaviour e.g. by swearing, threatening or shouting at others, taking an aggressive stance, threatening to strike someone or assaulting another person;*
- *damaging school property;*
- *behaviour that could be considered racist, sexist, homophobic or similarly offensive in some other way;*
- *smoking, vaping or being under the influence of alcohol or drugs whilst on our school site;*
- *bringing animals on to our school site, other than guide dogs;*
- *being in possession of weapons of any kind;*
- *refusing to follow the reasonable instructions of our staff.*

*In addition, unacceptable behaviour also includes any communication with a member of our school's community that is malicious, threatening or abusive, including in person, over the telephone or in writing, e.g. by letter, email or any other electronic format, such as social media, regardless of whether it takes place on the school premises.*

## **6. How the School will respond to behaviour that is unacceptable**

In most cases the school will attempt to informally remedy the situation by speaking with the individual concerned, privately. There may be no further action.

Where there is any dispute over what has occurred, or if the alleged incident is complex or serious, the school will conduct a formal investigation in order to establish the facts and determine what action should be taken, if any.

If the school decides that a visitor's behaviour has been unacceptable the school or, in some cases the Local Authority on the school's behalf, may decide to:

- Informally, i.e. verbally, warn the visitor about their behaviour;
- Formally, i.e. in writing, warn the visitor about their behaviour;
- Ban the visitor from the premises for a specified period; and / or
- Report the behaviour to the Police.

Visitors will be entitled to make representations to the governing board, in line with the school's complaints procedure, if they disagree with the decision reached by the school.

## **7. Questions and concerns about this Code**

The School is grateful for the support that it receives from visitors in maintaining its caring and safe learning and working environment, so any feedback that you may have about the content of this Code is welcomed.

Please direct any feedback or questions about the Code to the school office who will refer your comments on to an appropriate member of staff.

**Adopted by the Governing Board of Broadmeadow Infant and Nursery School.**