



## ICS Policy Document

**Whilst all Policies have a minimum date for review as a guideline, policies are under constant review. Changes to policies will occur as required.**

### Parent Code of Conduct

Approved by: Principal Committee	Date: November 2019
Last reviewed on:	Date: N/A
Next review due by: 2 yearly	Date: November 2021

#### Aims and Purpose

At International Community Schools, we believe it's important to:

- Work in partnership with parents to support their child's learning
- Create a safe, respectful and inclusive environment for pupils, staff and parents
- Model appropriate behaviour for our pupils at all times

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 Behaviour Code of Conduct for Adults Working with Children and Young People) and pupils (through our Student Code of Conduct).

This code of conduct aims to help the school work together with parents by setting 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 nannies)

We consider our community to be all aspects of ICS. This includes, but is not limited to, staff, students and parents, and our premises, including our school campuses and school buses.

### **Our expectations of parents and carers**

We expect parents, carers and other visitors to:

- Respect the ethos, vision and values of ICS
- Work together with staff in the best interests of our students
- Treat all members of the ICS school community with respect – setting a good example with speech and behaviour
- Seek a peaceful solution to all issues
- Correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct
- Approach the right member of school staff to help resolve any issues of concern
- Use the Concerns and Complaints Policy to address unresolved issues

### **Behaviour that will not be tolerated**

- Disrupting, or threatening to disrupt school operations (including events on the school grounds and sports team matches)
- Swearing, or using offensive or threatening language to any member of staff, students or other parents
- Displaying a temper, or shouting at members of staff, including bus escorts, students or other parents
- Threatening another member of the school community
- Sending abusive messages to another 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 child while on school premises
- Any aggressive behaviour (including verbally or in writing) towards another child or adult, staff or parent
- Disciplining another person's child – please bring any behaviour incidents to a



member of staff's attention

- Smoking on the school premises
- Forcing way into premises for example, halls, classrooms, buses

### **Breaching the code of conduct**

If ICS suspects, or becomes aware, that a parent has breached the code of conduct, the school will gather information from those involved and speak to the parent about the incident.

Depending on the nature of the incident, ICS may then:

- Send a warning letter to the parent
- Invite the parent in to school to meet with a senior member of staff or the Principal
- Contact the appropriate authorities (in cases of criminal behaviour)
- Seek advice from our legal team regarding further action (in cases of conduct that may be libellous or slanderous)
- Ban the parent from the school site

The school will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the code of conduct rests with the Principal.

The Principal will consult the Managing Director and Chair of Governors before banning a parent from the school site.

### **Linked Policies**

- Anti Bullying
- Child Protection
- Concerns and Complaints
- Behaviour Code of Conduct for Adults Working with Children and Young People
- Behaviour Code of Conduct for Children and Young People (UK)
- Behavior Code of Conduct for Children and Young People (US)
- Child Protection
- Concerns and Complaints



**This policy is written in conjunction with the following legislation:**

- ADEK Policy and Guidance Manual (2014-2015)
  - Policy 1: The Core Values of Education and Moral Obligation, Corresponding to Article (2) and (6) of the Organising Regulations
  - Policy 2: Ethical Leadership, Corresponding to Article (4) of the Organising Regulations
  - Policy 3: Student Protection, Corresponding to Article (5) of the Organising Regulations
  - Policy 30: Professional Code of Ethics, Corresponding to Article 3(5) of the Organising Regulations
  - Policy 35: Records, Corresponding to Article (40) of the Organising Regulations
  - Policy 36: School Reports, Corresponding to Article (41) of the Organising Regulations
  - Policy 50: Student Behaviour Policy, Corresponding to Article (55) of the Organising Regulations
  - Policy 51: Expelling Students, Corresponding to Article (56) of the Organising Regulations
  - Policy 65: Protection from Dangers of the Global Information Network (the Internet), Corresponding to Article (70) of the Organising Regulations
- Child Rights Law, 2016, Federal National Council, UAE
- Article 274 of the Penal Code Federal (3) of 1987, as amended
- UAE Federal Law 5 of 2012 on Combating Cybercrimes
- UAE Federal Law No. 12 of 2016 amending Federal Law No.5 of 2012 on Combating Cybercrimes
- Relevant Ministry of Interior guidance on protecting children from harm
- UN Convention on the Rights of the Child, 1989, ratified by the UAE 1996
- “Preventing and Tackling Bullying”, DfE, July 2017, UK
- “Keeping Children Safe in Education” DfE statutory guidance, 2018