

Macmillan  
Academy

# **PARENTAL CODE OF CONDUCT**

## **POLICY DETAILS**

<b>Policy title:</b>	Parental Code of Conduct
<b>Staff name and job title:</b>	Rachel Coning – Headteacher
<b>Organisation:</b>	Macmillan Academy
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## **POLICY REVISION AND APPROVAL HISTORY**

<b>Version</b>	<b>Date of review</b>	<b>Date of next review</b>	<b>Comments</b>	<b>Approved by</b>
1.4	March 2022	March 2023	Executive update	Headteacher
1.5	May 2023	May 2024	Review and update	Headteacher
2	November 2023	November 2024	Re-written policy	Headteacher
3	February 2024	February 2025	Revised policy	Headteacher
4	February 2025	February 2026	Annual review and update	Headteacher

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## **1. PURPOSE AND SCOPE**

At Macmillan Academy, we believe it's important to:

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

Children are much more likely to reach their full potential at Macmillan Academy when there is a strong partnership in which the student, parents/carers and the academy are working together.

As an academy, we will:

- Provide a safe environment for all students to learn;
- Offer a broad and balanced curriculum;
- Have the highest expectations of students' conduct and academic potential;
- Provide regular reports home to update parents on their child's progress;
- Provide regular feedback to students on what they're doing well and how they can improve;
- Deal with behaviour issues swiftly to ensure learning is not affected;
- Plan and deliver lessons that are tailored to the needs of the students and ensure that everyone is challenged to reach their potential.

We expect parents/carers to:

- Have high expectations of our child and ensure we do everything to support their success. We understand that it is through hard work on the part of our child that their potential will be realised
- Recognise the importance of having good attendance, and ensure our child attends school every day on time when they are physically able to
- Support and monitor our child in the completion of homework and ensure it is done to the best of their ability
- Read all progress reports carefully and attend all parents' events when possible
- Make the school aware of any concerns or problems that might affect my child's behaviour or progress
- Treat Macmillan Academy staff with respect and courtesy.

Students will:

- Treat everyone they meet with respect and kindness

- Not disrespect themselves, parents/carers or their tutor by behaving poorly in lessons and around school at breaks and lunch times
- Follow instructions given by all members of staff in school
- Attend school every day on time when they are physically able to
- Make sure they are smartly dressed and in full uniform at all times
- Be organised so that each day they bring the correct equipment such as PE kit, calculator etc.
- Complete all work to the best of their ability
- Reflect on their progress reports and make targets to improve
- Talk to their parents/carers or teachers about any problems they are having in school.

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 code of conduct) and students (through our Behaviour Policy).

This code of conduct aims to help the academy to work together with parents by setting guidelines on appropriate behaviour.

## **2. OUR EXPECTATIONS OF PARENTS AND CARERS**

We expect parents, carers and other visitors to:

- Enter through the visitor gate and sign in at reception
- Only attend the academy if they have a prearranged meeting
- Respect and support the ethos, vision and values of our academy
- Work together with staff in the best interests of our students
- Treat all members of the academy 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 any member of academy staff to help resolve any issues of concern.

## **3. BEHAVIOUR THAT WILL NOT BE TOLERATED**

- Disrupting, or threatening to disrupt, academy operations (including events on the academy grounds and sports team matches)
- Swearing, or using offensive language on the telephone or face to face
- Any aggressive behaviour, such as shouting at members of staff or students

- Posting defamatory comments about the academy or its staff, on social media platforms. Any concerns you have must be made through the appropriate channels by speaking to your child's tutor, class teacher or Head of Year. We aim to acknowledge all correspondence in a timely manner
- Smoking or drinking alcohol on the academy premises
- Possessing or taking drugs (including legal highs)
- Bringing dogs onto the academy premises (other than guide dogs).

#### **4. BREACHING THE CODE OF CONDUCT**

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

Depending on the nature of the incident, the academy may then take any or all of the following steps:

- Send a warning letter to the parent
- Invite the parent into the academy to meet with a senior member of staff or the headteacher
- 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 academy site.

The academy will always respond to an incident in a proportionate way. The final decision for how to respond to breaches of the code of conduct rests with the headteacher.

The headteacher will consult with the CEO before banning a parent from the academy site.

We believe that all staff, pupils and parents are entitled to a safe, respectful and inclusive environment, and that parents are as responsible for creating this environment as school staff.





Stockton Road  
Middlesbrough  
TS5 4AG



01642 800800



[enquiries@endeavour-academies.org.uk](mailto:enquiries@endeavour-academies.org.uk)  
[www.endeavour-academies.org.uk](http://www.endeavour-academies.org.uk)