

MONA PREPARATORY SCHOOL



PARENT CODE OF CONDUCT

1. STATEMENT OF INTENT

At Mona Preparatory School, we are very proud and blessed to have a dedicated and supportive school community. We strive to build strong relationships with parents to help create a stimulating and nurturing learning environment for all. We also intend to create a welcoming and safe learning environment.

Therefore, our school has formulated and implemented a clear set of rules regarding behaviour and conduct. Our Code of Conduct outlines how parents are expected to act while on the school premises, during meetings (face-to-face or virtually), at school events, etc. It also details the type of behaviour that will not be tolerated.

2. EXPECTATIONS

Our school expects parents to support and reflect the school's ethos and values through their behaviour by:

- Setting an excellent example through their behaviour and interactions with staff, students and other adults.
- Treating all stakeholders with dignity and respect, including governors, staff members, students, other parents, and other individuals connected to the school.
- Working positively with staff members to resolve any issues of concern.
- Trying first to clarify their child's version of events with the school to solve any issue peacefully, where appropriate.
- Following the school's parking rules and procedures for dropping off and collecting students from school.
- Dressing appropriately when on the school premises, conducting business on the compound, and attending school events.

3. BEHAVIOURS THAT WILL NOT BE TOLERATED:

The school takes instances of inappropriate behaviour very seriously and **WILL NOT** tolerate any circumstances that may make children, staff members and other members of the school community feel threatened. Behaviours that the school will not accept are:

- Using loud or offensive language or displaying any form of aggression
- Threatening a member of staff, visitor, fellow parent/guardian or child.
- Sending abusive or threatening emails or text/voicemail/phone messages or other written communication to any school community member.
- Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online.
- Using physical, verbal or written aggression towards another adult or child. This includes physically punishing your child on the internet or other common media.
- Approaching someone else's child to discuss or chastise them because of the actions of this child towards their child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences)
- Smoking, taking illegal drugs or the consumption of alcohol on school premises. (Alcohol may only be consumed during authorised events)

- Bringing dogs onto the school premises. (other than guide dogs or therapy dogs)
- Damaging or destroying school property.
- Taking photographs or videos on the school premises without permission from the school
- Driving unsafely within the vicinity of the school
- Honking of horns on the school compound and the playing of loud music

ONLINE ACTIVITY WHICH WE CONSIDER INAPPROPRIATE:

- Identifying or posting images/videos of children without the consent of a parent/guardian
- Making defamatory, offensive or derogatory comments regarding the school or any of the pupils/parents/staff/governors at the school on Facebook or other sites
- Writing or posting abusive, offensive or defamatory comments about an individual or the school during online meetings or on social media.
- Posting social media content that damages the school's reputation.
- Posting defamatory or libelous comments
- Messages circulated or sent directly with abusive or personal comments about staff or children

Most people participate in online activities and social media. **‘Think before you post.’ We ask that social media, whether public or private, not be used to fuel campaigns and voice complaints against the school, school staff, parents, or children. We take very seriously the inappropriate use of social media by a parent to publicly humiliate or criticise another parent, member of staff, or child.**

Parents and guardians must ensure the persons collecting their children know this policy.

4. CONSEQUENCES FOR BREACH OF THE CODE?

In the event of any parent/guardian or visitor of the school breaking this code, then appropriate actions will be taken as follows:

- All serious and potentially criminal matters will, in the first instance, be referred to the Police. (This includes any or all cases of threats or violence and actual violence to any child, staff or governor in the school. Additionally, anything that could be seen as a sign of harassment of any school community member, such as any form of insulting social media post or cyberbullying.
- Any behaviour deemed as libel or slander will be referred to the Board of Governors for further action.
- If the code of conduct has been broken but the breach was not defamatory, slanderous or criminal, the school will send a formal letter to the parent/guardian to attend a meeting. The outcome of such meetings could be a formal warning or a ban, depending on the circumstances.

Note: (1) a ban from the school can be introduced without having to go through all the steps offered above in more severe cases.

(2) Site bans will usually be limited in the first instance.

5. PARENT CODE OF CONDUCT AGREEMENT

I _____ (**Full Name**), parent of _____ (**Name of Child and Grade**), declare that I have received, read and understood the terms and conditions of this Code of Conduct. I understand my obligations under this Code of Conduct and agree to comply fully. I will ensure that my conduct does not breach this code in any way.

Please return this slip to the school office as soon as possible.

Parent/Guardian’s Name (Block Letters)

Parent/Guardian’s Signature

Date