

Mossley Nursery School



Parent Code of Conduct

March 2021

At our school- we want to build good relationships within the whole of our school community. This includes parents, governors, staff and pupils. The key to a happy school is one where everyone feels respected and valued. To this end we have agreed a Code of Conduct for parents, carers and visitors.

Parents, Carers & Visitors must;

- Follow the signing in and signing out procedures before being allowed access to the building
- Whilst COVID19 restrictions and DE guidance are in place, all visitors must adhere to the guidelines included in the COVID19 Visitor policy and also the COVID19 Parent Protocol
- Show respect for school staff and support them in the things they do to help the children to learn and progress
- Set a good example by behaving appropriately and not using inappropriate language in or around school buildings or grounds
- Ask the school about their view on incidents so that you can determine if it is the same as others' view in order to build a wider picture of an incident or event
- Promote good behaviour at home and that your child has a basic understanding of acceptable behaviour towards others and in school and understanding why some behaviours are not acceptable or may be potentially harmful to others
- Ask the school for help if you need more information on something or do not understand something the school is doing
- Approach staff sensitively to clarify or find out more about something you need more information about
- Deposit litter into bins on the school premises

In order to have a peaceful and happy environment for every member of our school community-

Parents, Carers and Visitors must not:

- Disrupt classes, school grounds or any area of the school
- Use loud or rude language; swear or show temper towards staff, other parents or pupils
- Smoke, vape or consume alcohol in school grounds or around school gates where young children are present
- Threaten staff or other parents or carers in any way, verbally, physically or in writing
- Send complaint messages to teaching staff out of school hours
- Take photos on school grounds including any child other than your own. No school images containing staff or other children should be shared publicly.
- Bring dogs onto the school premises

Parent Code of Conduct using Seesaw

This is our main forum for communication between school and home for sharing learning and day to day communication during school hours. Teachers will post updates or important information as the need arises.

Seesaw must not dominate a member of staff's personal time so it is important for the school to set clear boundaries and expectations in relation to how and when Seesaw is used. Seesaw is monitored by all permanent staff who work with your child and is not a personal message service for the class teacher. It is monitored and accessed by all staff with responsibilities for the class.

- Staff will read and respond to parents messages during normal daytime school hours when not in active session with the class. For urgent messages during class time that require response, you must ring the school office and leave a message for the class teacher. It may not be possible to speak to them directly as their responsibility is with the class but a message can be passed on.
- Parents & Carers **must not** expect responses to seesaw outside school hours in line with teacher's working conditions. Any urgent contact, for example, to inform us of an urgent matter, family emergency or child protection issue, please email the school.
- Staff have the right to switch off devices after working hours and are advised to avoid checking seesaw in the evenings and or weekends;
- **Aggressive or abusive messages via Seesaw will not be tolerated. If a parent sends a rude, aggressive message or a complaint, staff should refer this to the Principal. For formal complaints, these should be sent directly via email to the Principal or the Chairperson of the Board of Governors, Ms Lynn Frazer c/o Mossley Nursery School, Hazelburn Road, Newtownabbey, BT36 5NA.**