

## **Parent Code of Conduct Policy**

A Parent Code of Conduct helps to maintain an environment of respect throughout the pre-school. All members of the pre-school community have a right to an environment free from harassment and to converse comfortably in a positive and co-operative manner.

Throughout this policy, please consider the word “parent” to include any adult who has guardianship for a child in this setting.

### **As a Parent, we ask that you:**

- Support your child in all educational endeavours by giving praise and showing interest in preschool activities.
- Help your child to understand and model the preschool values.
- Demonstrate that both parents and staff work together for the benefit of the child.
- Listen to your child but remember that a different ‘reality’ may possibly exist elsewhere.
- Understand the importance of a healthy parent/staff/child triangle and communicate any concerns to your child’s keyworker in a constructive manner.
- Adhere to the preschool’s policies, as outlined in the policies folder available via email or in paper form to be seen in the setting (please ask a member of staff).
- Work in co-operation with the preschool to address any unacceptable behaviour shown by your child.
- Support the preschool in its efforts to maintain a positive teaching and learning environment.
- Maintain a positive and co-operative attitude.
- Inform the school of any issues that impact on your child’s wellbeing.
- Do not smoke or vape. Smoking and Vaping is prohibited in the setting and on the preschool grounds.
- For safeguarding reasons please do not use your Mobile phone, Mobile phones are prohibited in the setting and on the preschool grounds, If we see you using your mobile we will ask you to leave the premises or turn your phone off.

### **Parent/Guardian Rights**

- To be treated with respect and courtesy by other parents.
- To be treated in a polite manner.
- To be respected by staff and other children in the setting.
- To have a timely response to concerns raised.
- To be treated with professionalism from all staff members.
- To be listened to and clearly communicated with, in regard to their child’s education.

### **Parent/Guardian Responsibilities**

- Use respectful language towards all staff and other members of the preschool community.
- Remain calm and polite when communicating with staff and other members of the preschool community.

- Under no circumstances approach another child whilst in the care of the preschool to discuss or chastise them because of actions towards their own child.
- Be aware that events have many sides, be prepared to listen to them and seek to verify facts before stating a concern.
- Be mindful of what you say in order to respect the reputation of staff and other members of the preschool community.
- Respect staff preparation time before or after school to make an appointment at a mutually convenient time if you wish to speak to your child's keyworker or another member of staff.
- Do not discuss any grievances in front of your child regarding the preschool nor post them onto social media sites.
- On excursions, helping in class or on other activities, parents must follow the instructions and wishes of staff.

**Evaluation**

This policy was originally formed and will be reviewed in consultation with all staff members as part of the preschool's annual review cycle, or at times that the committee or management forms an opinion that the situation warrants a review.

Signed.....Chantelle West.....(on behalf of the Committee)

Signed.....Carol Clarke.....(Manager)

Date.....15/01/2024.....

To be reviewed annually