



# Gisburn Road Community Primary School

*Together we dream it, believe it, achieve it!*

## Parents Code of Conduct

At Gisburn Road Community Primary School we are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school. The purpose of this policy is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

We expect parents, carers and visitors to:

- Respect the caring ethos of our school which values all children with their differing needs and interests.
- Understand that both teachers and parents need to work together for the benefit of their children.
- Demonstrate that all members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Ensure their child is supervised until the start of any school session and collected promptly at the end of a school day.
- Ensure the school is informed of who has permission to collect the child from school each day.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Approach the school to help resolve any issues of concern.
- As part of the Government legislation (Every Child Matters), we have a responsibility to safeguard our pupils therefore if you wish to attend school activities and take photographs of your and other people's children please take appropriate images, be sensitive to other people and try not to interrupt or disrupt concerts, performances and events. **Any photographs or video footage taken may only be used for personal use and must not be forwarded to other people or broadcast on Facebook, YouTube etc.**

In order to support a peaceful and safe school environment the school cannot tolerate parents, carers and visitors exhibiting the following:

- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office or any other area of the school grounds including attendance at sporting events.
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- Threatening behaviour towards a member of school staff, Governor, visitor, fellow parent/carer or pupil.
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication. Defamatory, offensive or derogatory comments regarding the school or any of the pupils/parent/staff, at the school on Facebook, Twitter or other social sites. Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, the Head teacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Smoking and consumption of alcohol or other drugs whilst on school property.
- Dogs should not be brought on to school premises.

We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support of the school. If you experience any issues that you feel needs attention, we have an open door policy so please come and talk to myself or your child's teacher.

As part of our creative curriculum at Gisburn Road Community Primary School, we enhance the children's learning through first-hand experiences in the form of trips and activities such as food tasting. We also take photographs of many of the learning activities which children are involved in. Please read the information below and complete the permission slips to ensure your child can be part of all our activities and we can celebrate the wide-range of creative experiences children at Gisburn Road are involved in through the local media and our school web-site.

### **Use of Photographic Images/Videos**

Gisburn Road Community Primary School uses images of pupils for internal purposes in accordance with the Data Protection Act. Photographing and videoing the children is regular practice as we record their progress for their record of achievement, especially in their early years. However, the school also uses images which may be viewed by the general public; these tend to be images which relate to day to day events in school. These images may be displayed on the school website, the school's newsletters, as promotional material for release to the media and/or shown on School Open Evenings, on the school's private YouTube account and generally around the school buildings.

We are very careful not to have the children's names attached to photographs and where images of pupils' are used, the school abides by the codes outlined by the government to ensure child safety.

### **Out of School trips in Barnoldswick**

For most of the trips we plan from Gisburn Road you will receive a letter home giving you details of the trip and any particular equipment your child may need. However, occasionally it is useful for us to be able to make the most of some good weather or the availability of a member of the local community to arrange a visit at short notice, for example to the park, for a sporting event or to look at an aspect of a local building. These slips enable us to take children on local visits and walks without asking for individual permission forms to be filled in each time. These trips will only involve the local vicinity, children will always be back at school before the end of the school day and risk assessments will be completed beforehand as usual. Adequate adult/pupil ratio will be maintained at all times. If parents fail to complete this form we will not be able to take their children off the school site on such occasions although we will still inform parents when such outings will be taking place.

### **Food tasting**

In our attempts to provide a rich and varied curriculum there are occasions when the children have cookery sessions or have visitors in offering a chance to participate in taster sessions. Signing the form below ensure we are aware of any allergies your child may have.

### **Use of the internet and ICT systems in school**

In order to prepare our pupils for modern life our curriculum requires the use of ICT equipment including access to the internet. We will teach your child about how to use this equipment safely and expect them to operate within our school e-safety policy and procedures.

If you have questions about any of these issues please contact me at school.

Yours sincerely,

Nicola Walker



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## Permission Slips

### Parents Code of Conduct

I have read and understood the Parents Code of Conduct and will ensure that adults collecting my child are aware of this policy.

Signed \_\_\_\_\_ Print name \_\_\_\_\_ (parent) Date \_\_\_\_\_

### Photograph/Video permission

Please tick the appropriate box:

1. I give permission for my child's photograph to be used within school, e.g. for printed publications such as the school brochure or displays around the building.  YES  NO
2. I give permission for my child's image to be used on the school website and other official school social media sites.  YES  NO
3. I give permission for my child's image to be used on Facebook, Twitter and in newspapers.  YES  NO
4. I give permission for my child to appear in the media as part of the school's involvement in an event.  YES  NO
5. I give permission for videos including my child to be used on the school website and official YouTube channel.  YES  NO
6. Does your child have access to the World Wide Web at home?  YES  NO

Child: \_\_\_\_\_ Class: \_\_\_\_\_

Signed \_\_\_\_\_ Print name \_\_\_\_\_ (parent) Date \_\_\_\_\_

### Out of School Trip in the Locality

I give permission for \_\_\_\_\_ Class \_\_\_\_\_ to be taken on walks/trips in the local area.

Signed \_\_\_\_\_ Print name \_\_\_\_\_ (parent)

### Food tasting

I give permission for \_\_\_\_\_ Class \_\_\_\_\_ to participate in general cookery and taster sessions.

My child is allergic to \_\_\_\_\_. I will keep you informed should I become aware of any changes to my child's allergies.

Signed \_\_\_\_\_ Print name \_\_\_\_\_ parent/guardian



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## Pupil Acceptable Use Policy Agreement (Foundation / KS1)

### This is how we stay safe when we use computers:

- I will ask a teacher if I want to use the computers.
- I will only use activities that a teacher has allowed me to use.
- I will take care of the computer and other equipment.
- I will ask for help from a teacher if I am not sure what to do or if I think I have done something wrong.
- I will tell a teacher if I see something that upsets me on the screen.
- I know that if I break the rules I might not be allowed to use a computer.

Name of Child: ..... Signed (Child):.....

As the parent of the above pupil, I give permission for my son / daughter to have access to the internet and to ICT systems at school.

I know that my son / daughter has signed an Acceptable Use Agreement and has received, or will receive, e-safety education to help them understand the importance of safe use of technology and the internet - both in and out of school.

I understand that the school will take every reasonable precaution, including monitoring and filtering systems, to ensure that young people will be safe when they use the internet and ICT systems. I also understand that the school cannot ultimately be held responsible for the nature and content of materials accessed on the internet and using mobile technologies.

I understand that my son's / daughter's activity on the ICT systems will be monitored and that the school will contact me if they have concerns about any possible breaches of the Acceptable Use Policy.

I will encourage my child to adopt safe use of the internet and digital technologies at home and will inform the school if I have concerns over my child's e-safety.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

*With signing this document you're agreeing to make yourself aware of current digital safety advice and necessary age restrictions for films, games, music and online platforms. This can be done through attending parent school digital safety sessions, accessing the schools digital safety page or any of the agencies below.*



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International



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