Clayton St John CofE Primary School
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Headteacher: Mrs G Emsley Deputy Headteacher: Mrs L Allingham

Dear Parents and Carers,

Please find attached our **BDAT Visitor Code of Conduct Policy: BDAT-Visitor-Code-of-Conduct-Policy-Updated-July-2025.pdf**

Unfortunately, over the past few weeks, we have had a number of incidents in Year 4 where parents have breached this code. With this in mind, I would like to remind all parents and carers of the following expectations:

- **Work in partnership with staff** to resolve any concerns in a positive manner. This includes clarifying your child's version of events with the school, who will gather information to provide a full and balanced perspective.
- **Correct your child's behaviour appropriately**, particularly where it could otherwise lead to conflict, aggression, or a lack of safety.
- **Show consideration and respect** for all staff, pupils, and other visitors, including parents of other pupils.

In light of the above, when on school premises, BDAT expects that adults visiting our schools will not:

- **Engage in inappropriate conversations with pupils**. Any concerns about a pupil should be reported to school staff immediately in line with safeguarding procedures.
- **Discuss pupils, staff, or other adults** within the school community in conversations unrelated to concerns about their own child.
- **Share confidential matters outside of school** or with anyone not directly concerned.

Inappropriate Behaviour
BDAT takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances that make staff, pupils, or any member of the school community feel threatened or uncomfortable. Examples include (but are not limited to):

- **Any form of actual or threatened violence.**
- **Verbal abuse, including swearing or discriminatory language.**
- **Shouting at individuals in person or over the phone.**
- **Aggressive gestures or body language.**
- **Sending abusive or offensive communication, including on social media.**

- **Making defamatory or derogatory comments about the school or its community.**
- **Harassment, disruptive behaviour, damage to property, trespassing, or breaching security procedures.**
- **Approaching another child to discuss or chastise them.**
- **Smoking, drinking alcohol, or taking illegal drugs on school premises.**
- **Dangerous driving on school grounds.**

Should any of the above occur, BDAT may take action in line with this policy, including contacting the Police if a criminal offence is suspected.

Thank you for your understanding and cooperation in ensuring our school remains a safe and respectful environment for everyone.

Kind regards,
Gemma Emsley