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**ADEYFIELD ACADEMY**

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# Visitor Code of Conduct Policy

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|----------------------|----------------------|
| <b>Date:</b>         | <b>December 2025</b> |
| <b>Review Date:</b>  | <b>December 2027</b> |
| <b>Co-ordinator:</b> | <b>Miss D Mason</b>  |

Signed by...

Dawn Mason (Headteacher)

Signed by...

Kim Bristow (Chair of Governors)

We are fortunate to have supportive and friendly parents who recognise that educating their child is a process that involves partnership between home and school. They understand the importance of good working relationships to equip their child with the necessary skills for adulthood. For these reasons, we welcome and encourage parents and carers to participate fully in the life of our school.

The purpose of this policy is to provide a reminder to all visitors, including parents and carers, to our school about expected conduct to ensure a safe and positive school environment for our children.

Please can visitors to the school wishing to speak with a member of staff only do so when they have a pre-arranged appointment. Members of staff will not be available without prior warning due to their other commitments within the school. Thank you for your understanding

**We expect parents, carers and visitors to show respect and concern for others by:**

- Supporting the respectful ethos of our school by setting a good example in their speech and behaviour towards all members of the school community
- Working together with teachers for the benefit of children. This includes approaching the school to resolve any issues of concern and to discuss and clarify specific events in order to bring about a positive solution
- Correcting your child's behaviour, especially in public where it could otherwise lead to conflict, aggressive or unsafe behaviour
- Respecting the school environment, including keeping the school tidy by not littering. Following the parking rules and doing the right thing when delivering and collecting children from school

**In order to support a peaceful and safe school environment, the school will not tolerate:**

- Disruptive behaviour which interferes with the operation of a classroom, an office area or any other part of the school grounds
- Loud and/or offensive language or displaying temper
- Threatening harm or the use of physical aggression towards another adult or child. This includes approaching someone else's child in order to discuss or chastise them and physical punishment against your own child on school premises
- Damaging or destroying school property
- Abusive or threatening emails, phone or social network messages
- Smoking and consumption of alcohol or other drugs or accessing the school site whilst intoxicated

The above behaviours on school premises will be reported to the appropriate authorities and Governors may prohibit an offending adult from entering the school grounds to safeguard our school community.

We expect all parents, carers and visitors to assist us in ensuring that they behave in an appropriate manner whilst on the school site.

**\*In the event of a partial or full school closure, or government led restrictions on the movement of people, we would ask you to also consider the schools most recent risk assessment, which will always be available on the school's website.**