

St Pancras Catholic Primary School



ST PANCRAS



Parent Partnership Agreement

Date approved	January 2024
Signed	Chair of Governors
Date of next review	September 2026

Contents

- Purpose and scope
 - Our Expectations for Parents and Carers
 - Behaviour that is not welcome
 - Breaching the Parent Partnership agreement
 - Appendix 1 Model Letters
 - Appendix 2 Concerns or Issues Flowchart
-

1. Purpose and scope

At St. Pancras Catholic Primary School, we are committed to resolving difficulties in a constructive manner, through an open and positive dialogue. We understand that everyday misunderstandings can cause frustrations and have a negative impact on our relationships. Where issues arise or misconceptions take place, please contact your child's teacher, in the first instance, who will be available to meet with you and go through the issue and hopefully resolve it. Where issues remain unresolved, please follow the concerns or issues flowchart (see Appendix 2).

This agreement aims to clarify the types of behaviour that will not be tolerated and seeks parental agreement to these expectations. The parent partnership agreement also sets out the actions that school can take should it be ignored or where breaches occur.

To help us do this, we set clear expectations and guidelines on behaviour for all members of our community. This includes staff (Staff Code of Conduct) and pupils (Behaviour Policy).

This parent partnership agreement aims to help the school work together with parents and carers by setting guidelines on appropriate behaviour.

We use the term 'parents and carers' to refer to:

- ❖ Anyone with parental or carer responsibility for a pupil
- ❖ Anyone caring for a child (such as grandparents or childminders)

2. Our Expectations for Parents and Carers

St Pancras Catholic Primary School, working within the OLOW MAT, expects everyone to respect the ethos, vision and values of our school and to:

- Recognise the Gospel Values that the school follows
- Work together with staff in the best interests of all pupils
- Treat all members of the school community with respect – setting a good example with speech and behaviour
- Seek a peaceful solution to all issues
- Correct their own child's behaviour (or those in their care), particularly in public, where it could lead to conflict, aggression or unsafe conduct
- Approach the right member of school staff to help resolve any issues of concern

3. Behaviour that is not welcome

- Disrupting, or threatening to disrupt, school operations (including events on the school grounds and sports team matches)
- Swearing, or using offensive language
- Idle and unfounded playground gossip which undermines other members of the school community
- Displaying temper, or shouting at members of staff, pupils or other parents and carers
- Threatening another member of the school community
- Sending abusive messages to another member of the school community, including via text, email or social media
- Posting defamatory, offensive or derogatory comments about the school, its staff or any member of its community, on social media platforms
- Use of physical punishment against your child while on school premises
- Any aggressive behaviour (including verbally or in writing) towards another child or adult
- 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 or drinking alcohol on the school premises (unless alcohol has been allowed at a specific event)
- Possessing or taking drugs
- Bringing dogs onto the school premises

4. Breaching the Parent Partnership Agreement

If the school suspects, or becomes aware, that a parent has breached the Parent Partnership Agreement, the school will gather information from those involved and speak to the parent or carer about the incident.

Depending on the nature of the incident, the school may then:

- Send a warning letter to the parent or carer
- Invite the parent or carer into school to meet with a senior member of staff or the Headteacher (or Trust representative in the event of the breach being against the Headteacher).
- Contact the appropriate authorities (in cases of criminal behaviour)
- Notify Cambridgeshire Health and Safety Business Partner of Health and Safety incident where required
- Seek advice from Our Lady Of Walsingham Multi-academy Trust regarding further action (in cases of conduct that may be libellous or slanderous)
- Raise a safeguarding concern with Suffolk Safeguarding Team (where appropriate)
- Ban the parent or carer from the school site

The school will always respond to an incident in a proportional way. The final decision for how to respond to breaches of the Parent Partnership Agreement rests with the Headteacher, in consultation with the Chair of Governors, before banning a parent from the school site.

Appendix 1: model letters

Initial warning letter from the Headteacher

Dear [parent or carer name],

I've received a report about your conduct on [time and date].

[Summary of incident, include location, its effect on staff, pupils and other parents.]

If the incident is minor, add:

This behaviour is not in keeping with our Parent Partnership Agreement. [Please find a copy attached to this letter.]

If the incident is more serious, add:

As written in our Parent Partnership Agreement, we do not tolerate this kind of behaviour in our school. [Please find a copy attached to this letter.]

We believe that all staff, pupils and parents are entitled to a safe, respectful and inclusive environment, and that parents and carers are as responsible for creating this environment as school staff.

Further breaches of the Parent Partnership Agreement may result in a ban from the school premises.

If inviting the parent in for a meeting, add:

I'd like to invite you in to school to discuss this incident, and how we can work together to prevent similar issues in the future. At the meeting, the following school representatives will be (Insert)

Please contact the school office on 01473 742074 to book an appointment.

Yours sincerely

Headteacher

Model letter banning a parent or carer from the school site

Dear [parent or carer name],

I am writing to inform you that, after consultation with the Chair of Governors, I am banning you from the school site until [date].

Despite previous correspondence and conversations about your conduct, there have been further breaches of our parent code of conduct.

[Include details of the incidents, including dates, locations and effects on staff/pupils/other parents or carers for every relevant incident.]

If you do not comply with the ban, I will arrange for you to be removed from the grounds and you may be prosecuted under Section 547 of the Education Act 1996.

If you would like to raise a complaint, you can do so using the school's complaints procedures, which are available on our website.

Yours sincerely

Headteacher

Appendix 2: Concerns or Issues Flowchart



Concerns or issues flowchart

Learning / class issues or concerns:

Class teacher Key Stage Leader/Assistant Headteacher Headteacher



SEND concerns:

Class teacher SENDCO Headteacher



Behaviour concerns:

Class teacher SENDCO Key Stage Leader/Assistant Headteacher Headteacher
(if child on
SEND register)



Safeguarding concerns:

Designated safeguarding lead / Associate safeguarding leads – these can be found in the Reception area of school and school website.



If Parents feel the issue remains unsolved after the informal stages listed above then they must follow the School Complaints procedure from this point onward. Parents who bypass the above lines of communication and take issues to a higher level may have concerns passed back to the person most able to deal with the issue.