



SCHOOL COMMUNITY CODE OF CONDUCT

Introduction

Royal Masonic School for Girls (RMS) is committed to creating and maintaining a thriving, safe, and supportive environment for all members of our school community: pupils, parents, staff, alumnae, and governors alike. Of course, our valued school community extends to those who do not have parental responsibility for our girls but who are involved in their education and care, such as step-parents, grandparents and other family members.

A girl's time at our school is likely to span several years of education and personal development. These years and the moments of success and development contained within them will impact their educational experience as well as that of their family and family life. A positive and collaborative relationship between RMS and parents is therefore key to ensuring the best possible outcomes for the child.

The Community Code of Conduct reflects our Mission, Vision, and the Values of RMS, and is intended to support the Parent Contract and the school's policies and procedures in addition to fostering good working relations between the school and its valued parental community. Our home-school partnerships are part of what makes our community so special. The Community Code of Conduct provides further detail about how we expect parents to interact with the school and behave towards and communicate with other members of the school community.

In this Code of Conduct, the term "parent" means any individual who has signed the Acceptance Form or any individual who is not a signatory to the contract for educational services but who has parental responsibility for the child.

Community Code of Conduct

The Code of Conduct includes (but is not limited) to the following principles, which all members of the school community agree to adhere to. These are listed in groups of 3 under each heading for your ease of reference:

Co-operation

1. Contributing towards a thriving, safe and supportive environment for all members of the RMS community by upholding the Community Code of Conduct.

2. Co-operating with RMS staff to enable them to discharge their obligations to support the child's education, welfare and development.
3. Engaging positively with others from within the RMS community as well as externally in order to address matters relating to the child.

Supporting the School's Responsibilities

1. Providing accurate and timely information about any matters relating to the child including their education, health and/or welfare, in accordance with the provisions of the Parent Contract Terms and Conditions.
2. Ensuring the child attends school regularly, understands and adheres to the school's rules, and is prepared to participate fully in school life.
3. Understanding and supporting the school's policies and procedures to ensure that they are implemented effectively by staff.

Respectful Communication & Respecting Professional decisions

1. Communicating with one another in a proportionate and constructive manner, whether in person or remotely, including by telephone, in writing or online and not using language that is inappropriate, offensive, intimidating, aggressive, or violent in any form of communication.
2. Respecting the professional expertise of members of staff and respecting that any decisions made by them are made in good faith in pursuit of the best interests of the child, other pupils, and the wider school community.
3. Not recording meetings or discussions with any member of the school community, including representative(s) of the school, without obtaining express prior consent.

Courtesy and Restraint

1. Demonstrating courtesy and restraint at all times in interactions with any members of the school community.
2. Raising queries, concerns, or complaints through the appropriate channels, so that the school can address this in a timely and effective manner.
3. Not engaging in behaviour both on or off-site that could disrupt the school environment, undermine the authority of the school's staff, or negatively impact the school's reputation or the school community.

Unacceptable behaviours under the Code of Conduct

The school acknowledges that the vast majority of daily interactions in the school community are positive and productive. However, where the school considers that parental behaviour becomes unacceptable under this Code of Conduct, the school shall take steps to address such behaviour. Whilst rare and only after other interventions have been attempted by the school, the school may require the removal of the pupil in accordance with the provisions of

the school's Exclusion and Required Removal Policy and the Parent Contract Terms and Conditions.

Examples of unacceptable behaviours which breach this Code of Conduct include but are not limited to:

- threats or acts of physical aggression or violence to staff or any other member of the school community;
- threats or acts of abusive or inappropriate language to staff or any other member of the school community;
- bullying, harassment (including sexual harassment) or discrimination of staff or any other member of the school community;
- creating or spreading malicious or vexatious allegations or rumours about staff or any other member of the school community;
- posting false, misleading, or malicious information about the school or any member of the school community online on any platform; or
- behaviour which does or is likely to materially adversely affect the health, safety, or welfare of any member of the school community.

Examples of interventions the school will take in response to unacceptable behaviours include but are not limited to:

- barring the parent(s) from school events or the school site entirely for a specified period of time;
- requiring the parent(s) to attend meetings to address the unacceptable behaviour(s);
- creating communication protocols regarding the terms on which the parent(s) may communicate with the school and how the school will communicate in return;
- requiring the removal of the pupil from the school in accordance with the exclusion and Required Removal Policy and the Parent Contract Terms and Conditions.

Review of the Code

The school reserves the right to review this Code of Conduct from time to time to ensure that it reflects changes in law, best practice, or the needs of the School community. Any changes will be communicated in writing.

We aim to work together as a community at RMS and your engagement with constructively bringing queries and issues to the school's attention can lead to enhanced outcomes for your daughter and also for the wider school community. The school has a Complaints Policy which details how parental complaints are handled, where applicable, including the informal resolution of complaints wherever possible. Please also note the School's Policy on Unreasonable Complaints.

Thank you for taking the time to engage with this Code of Conduct.