**Parent Code of Behaviour**

This Code of Behaviour is taken from the Pre-School’s Parental Involvement and Behaviour Policy. Anyone who may interact with Pre-School staff should follow this Code of Behaviour. This Code of Behaviour applies during setting hours and beyond , including if you see or communicate with staff outside the Pre-School site or outside setting hours.

The Pre-School operates a zero tolerance policy towards any behaviour that may cause harassment or distress. This includes behaviour towards staff, towards each other and towards children. It in includes face-to-face behaviour; and behaviour online, via digital communication (eg: email, text or other direct messaging services), via Tapestry or any subsequent online platform adopted by the Pre-School.

Those who breach the Code of Behaviour will be subject steps taken by the Pre-School following legal advice. Individuals may also be subject to further civil or legal proceedings. Any behaviour which may cause staff concern about a child’s safety or welfare will be acted upon in line with the procedures set out in the Safeguarding: Protecting Children from Abuse policy.

The Pre-School expects individuals to maintain polite, respectful behaviour with staff and with each other. Behaviour that is considered unacceptable may include but is not limited to:

* Shouting in person or over the telephone
* Speaking in aggressive or threatening tone
* Physically intimidating/threatening
* Swearing
* Pushing or hitting another person
* Spitting
* Racist or sexiest comments
* Bullying – that is, behaviour which is **offensive, intimidating, malicious or insulting; and/or behaviour that** undermines, humiliates, denigrates or injures the recipient

Parents must accept the published Group Rules when joining the closed Handsworth Pre-School Parent’s group on Facebook. Parents who do not follow the group rules may be removed from the group and further access denied.

Complaints or concerns about the Pre-School should be raised with the Pre-School Leader in line with the Parental Complaints policy. The Pre-School’s public Facebook or Instagram sites; the closed Facebook Group; Tapestry; or any public groups where the Pre-School may post, are not appropriate places to raise or share complaints.

Individuals who post comments on any social media site in relation to the Pre-School should not:

* Name Pre-School staff or identify individual staff members in any way;
* Name other parents or children in the context of their attendance at Pre-School;
* Be offensive, threatening, libellous, defamatory or otherwise inappropriate;
* Bully, be offensive or maliciously undermine the Pre-School’s reputation.

The Pre-School expects any such comments to be removed immediately. Reports may also be made to the site moderators and/or the Police. The Pre-School reserves the right to take legal advice in respect of further civil or legal action that may arise from any such social media posts.