



THE PRIORY PRIMARY ACADEMY TRUST PTA	DATE AGREED	NOVEMBER 2020
POLICY AND PROCEDURE STATEMENT	REVISION DATE	NOVEMBER 2021
 <h2 style="color: blue;">The Priory School PTA</h2> <p style="color: red;"><i>Help Us To Help The Children</i></p> 		
<h1 style="color: blue;">Code of Conduct Policy</h1>		
CHAIR OF PTA COMMITTEE	BEN CANDY	
SECRETARY OF PTA COMMITTEE	SIMONE WHITE	
TREASURER OF PTA COMMITTEE	CARA ROGERS	

Role of the Committee

Our PTA committee consists of three Officers: Chair, Treasurer and Secretary all of whom are trustees. This is a minimum requirement for a charity however there are active PTA members who form a dedicated team to lead events.

The Committee meet on a regular basis usually twice per term, with smaller working groups meeting as necessary when we are planning larger events.

Annual General Meeting (AGM)

Our Annual General Meeting is held in the autumn term and provides an opportunity for all parents to come along and hear in more detail about the work of the PTA, the events we have run, the funds we have raised and how the money has been spent. It is also the occasion when we elect our new committee members.

Members Code of Conduct

A safe community is obtained not only through the use of written rules and consequences but is derived from a nurturing atmosphere in which all individuals are treated with respect and compassion. Our school community consist of staff, children and parents learning together in an environment in which each person feels safe, valued, respected and stimulated. This guide should be viewed as a means to strengthen our community of learners. It describes the basic expectations for behaviour, as well as the rules and consequences at PTA sponsored activities. The guide begins with the Members' Rights and Responsibilities, followed by School Rules and Guidelines for Behaviour at PTA Functions. **Throughout this document the word "members" refers to the children, staff and parents within our school community.**

Members' Rights and Responsibilities

- Members have the right to be treated with compassion and respect. They have the responsibility to be respectful of and sensitive to the feelings of others.
- Members have the right to be themselves. They have the responsibility to treat each other with fairness, courtesy and respect, because each is different from the other and each is special.
- Members have the right to be safe both physically and emotionally. They have the responsibility to maintain the safety of others.
- Members have the right to be heard. They have the responsibility to listen to the ideas of others and to communicate calmly and clearly.
- Members have the right to communicate together. They have the responsibility to use technologies (including social networking sites) responsibly by not disrespecting any other member or the school.
- Members have the right to expect that their personal and communal property will be safe and secure. They have the responsibility to respect the school building, school equipment, other members' property and their own personal belongings.
- Members have the right to learn about themselves. They may express their feelings and opinions appropriately without being interrupted. They have the responsibility to respect the feelings and opinions of others.
- Active members involved in events are asked to ensure the safety of children as a priority and retain an appropriate level of confidentiality i.e. we don't talk about other people's children or their behaviour.

School Rules and Guidelines for Behaviour at PTA Functions

The children will:

- Keep hands, feet and other objects to themselves.
- Show respect for all adults and other pupils by their words and actions, and listen carefully to directions when they are given.
- Respect school and personal property.
- Refrain from name calling, using inappropriate language or teasing others.
- Not engage in activities that may injure others whether intentional or unintentional.

What happens if a child behaves unacceptably at a PTA sponsored functions?

Adult Responsibilities:

- It is the right and responsibility of active PTA members attending a PTA function to verbally correct, or to report to the event coordinator, any misbehaviour by any pupil or parent that occurs at that specific PTA event.
- Parents/carers attending PTA sponsored functions with their children

are expected to assume responsibility for their children's and their own behaviour and safety.

- Parents/carers unable to accompany their children to PTA sponsored functions are expected to designate or identify an adult who will be present and who will assume responsibility for their children's behaviour and safety. In the case of a school Disco, those present representing the PTA will assume this responsibility.
- The corrective action taken by the adult may range from simple verbal reprimand to suggesting the pupil have a short time out to calm down. If the behaviour is significant it will result in immediately contacting the child's parent/carer. The parent/carer will be expected to remove the child from the event. At any subsequent events a child may then need to be accompanied 1 to 1 by a supervising adult or be excluded from attending future PTA sponsored functions.

Any significant severe behaviour demonstrated by adults, will not be tolerated. The Committee reserve the right to ask any member to leave if they consider their behaviour unacceptable. Examples of unacceptable behaviour include:

- Wilfully endanger themselves or others.
- Wilfully destroying property.
- Wilful disobedience towards other adults and children attending PTA functions.
- Act or converse in a physical or aggressive manner.
- Actively be left alone with a child
- Actively steal monies or items or act in a fraudulent manner
- Inappropriately share images of children on social media, without consent
- Serve alcohol to any persons underage
- Forcibly enter any unauthorised rooms
- Solicitate or take advantage of a PTA event to advertise or promote unregistered products / promotions or businesses.
- Show signs of alcohol, drug or solvent abuse / intoxication.
- Discuss, enact or engage in any inappropriate activities or actions on the school's premises.
- Take responsibility for the 'punishment' or correction of a child.
- The wilful ignorance of any form of health or safety / safeguarding matter.