

# CHAPTER 8

## PARENTAL RIGHTS AND RESPONSIBILITIES

### 8.1 Parent Code of Conduct

At Willow Schools, we value our supportive parent community. We believe that educating children requires a partnership between families, class teachers, and the school community. We welcome all families and encourage their active participation feedback.

The purpose of this policy is to provide guidance to families and visitors regarding expected conduct to maintain our nurturing school ethos and uphold our school values. By following these guidelines, we can continue to flourish, progress, and achieve in an atmosphere of mutual understanding. We expect all families and visitors to:

- Respect the caring ethos and values of our school.
- Recognize the importance of collaboration between the teaching team, operations team, and families for the benefit of the children.
- Treat all members of the school community with respect, setting a positive example in speech and behaviour.
- Seek peaceful resolution by clarifying a child's version of events with the school's view when addressing any issues.
- Approach the school to help resolve any concerns they may have.
- Refrain from using staff as threats to discipline children's behaviour.

To maintain a peaceful and safe school environment, the following behaviours by parents, guardians, and visitors will not be tolerated:

- Disruptive behaviour that interferes with the operation of classrooms, offices, or any other area of the school grounds.
- Using loud, offensive language, swearing, cursing or displaying temper.
- Threatening to any member of the school staff, visitor, parent/guardian, or student, regardless of whether it constitutes a criminal offence.
- Littering the school's premises, damaging or destroying school property.
- Taking any pictures/videos of the school's premises, the staff or the students without formal permission from the school exception on celebrations days.
- Sending abusive or threatening emails, text, voicemail, phone messages or any other written communication.
- Making defamatory, offensive, or derogatory comments about the school, students, parents, or staff on social media platforms.
- Approaching a child to discuss or reprimand them based on their actions towards their own child, as it may be considered assault with legal consequences.
- Smoking, consumption of alcohol, or use of drugs on school property.

We trust that families will assist in implementing this policy, and we thank parents for their ongoing support. The school reserves the right to take necessary actions to ensure the well-being of our school community.

As mentioned previously any concerns parents have about the school should be addressed through appropriate channels by speaking to the class teacher, Head of Department, Academic Quality Controller or a member of the Senior Management Team (SMT), or the Head Director/Managing Director, ensuring fair, appropriate, and effective resolution for all parties involved.

## 8.2 Confidentiality and Data Protection

Any information collected about your child is kept safe and secure, either on our computer systems or in a locked filing cabinet accessible by only the required staff. Personal data will only be collected for specific, explicit, and legitimate purposes. This data includes personal information about children's contact details, assessment scores, intervention information and photos/videos.

Only relevant information necessary for the purpose will be collected. There may be times where you will be asked to resubmit certain forms to ensure our data is up to date for safety and security reasons. If the circumstances change (such as change in address or

phone number), parents are required to inform the school as soon as possible so amendments can be made to our system.

Student's data will not be communicated to anyone except for parents/guardians.

### **8.3 Photographic and Video Images**

There are many times where staff members will take pictures of children participating in activities and completing exercises to share with parents on our official website or social media. All parents will receive a form (Appendix 3) at the beginning of the school year requesting permission to use their children's photos for various reasons and it is their right to choose whether they accept or decline. Any parents who decide not to permit sharing of photos on our public platforms will taken in consideration therefore all pictures of their child(ren) will be only posted on our private parents group.