



**Foremarke Hall**  
Repton Preparatory School

Policy Statement

# Parental Support for the Aims and Ethos of The School

This policy is whole school policy including EYFS. It is relevant to all parents and should be read in conjunction with:

- Behaviour Management Policy
- Portable Electronic Devices Policy
- Prep and Completion of Work Policy
- Boarding Handbook

## **Purpose and Aims**

In order for us to promote a kind, caring and safe environment in which the children can prosper, it is vital that parents and staff believe in a shared set of standards and values and work together to promote a consistent approach for the children. We therefore ask parents to support us in our aims and ethos as a school.

## **Parents' and Visitors' Code of Conduct**

Foremarke has a well-earned and highly respected reputation both Nationally and Internationally. We believe all those involved in the school community play a part in ensuring that the reputation of the school is not only upheld and reinforced, but enhanced.

It is expected that any adults, including staff, parents and visitors will model the behaviour and values that the school instils into its pupils. All members of the Foremarke community are entitled to be treated respectfully, to feel safe and be free from any form of harassment and discrimination. This particular code of conduct outlines the responsibilities of all parents to promote appropriate and positive conduct when involved in school activities, either on or off site. All parents are expected to:

- Work in partnership with the school to enhance the learning outcomes of their child and to support the well-being and conduct of the whole school community.
- Support all staff in maintaining a safe, secure and respectful learning environment for all pupils.
- Contribute positively to the academic, pastoral and extra-curricular matters relating to their child.
- Be aware that threatening behaviour and harassment of staff or pupils is unacceptable.
- Respect and comply with reasonable requests or directions from any Foremarke staff members.
- Voice any concerns that they have directly and solely to the school, initially informally but if this is not possible use the school's complaints procedure. It is not acceptable to lobby support from other parents in pursuit of a private or individual concern.
- Ensure that all communication with Foremarke staff is measured and reasonable and devoid of any personal comments.
- Be mindful that delivery of their lessons is the priority for teaching staff. Staff will respond as quickly as possible to any communication, within 24 hours where possible.
- Publically support our decision where a sanction is issued. If however you feel you would like to raise a concern privately, please do communicate this and we will then arrange a

face to face meeting.

- Abide by the Foremarke Sports Events Code of Conduct. (see Appendix a)

### **Health and Safety**

#### **PLEASE CONSIDER THE HEALTH AND SAFETY OF ALL CHILDREN AT ALL TIMES**

- Do not drive more than 10mph within the school grounds
- Always prepare to stop at the zebra crossings – children have priority – treat every young pedestrian as if he or she were your own child
- Only park your car in appropriately designated areas (Front Square, Pre-Prep Car Park)
- Pre-Prep car park is principally for Pre-Prep drop-off and pick-up
- The Quad Car Park is for staff only
- Do not drop off your child on a roadway or at non-designated places.

### **General School Routines**

- Please do not drop your child off at school before 8:00am. Children are not supervised prior to this time.
- All Prep School children are expected to be in school by 8.25am, Pre-Prep by 8.45am.
- Upper School children arriving between 8.00am and 8.15am should report immediately to the Richard Theobald Theatre. Lower School children should report to the Lower School Reception area, Pre-Prep children to Pre-Prep Library.
- If you arrive at school after registration please ensure that your child signs in at the school office. Pre-Prep children should sign in at the Pre-Prep Office.
- Children should arrive in full school uniform, clean and smart and properly prepared for their timetabled activities.
- Please ensure that your child is fully aware of daily travel arrangements before being dropped-off each morning. Any calls/emails to the School Office regarding family logistics should be kept to a minimum – we are unable to guarantee late messages being communicated to children in time.
- Do not allow children to bring money, sweets, presents or expensive items into school. Birthday cakes may be brought in post consultation with Form Tutors and being very conscious of the School's nut free status.
- Do not allow children to bring a mobile phone, Smart watch or any other electronic device in to school unless they are boarding or have been granted permission in line with our PED Policy.
- Please ensure that all of your child's personal possessions and clothing are clearly named.
- Saturday morning school is compulsory for all children in Years 5-8.
- Please endeavour to be on time to collect your child at the stated pick up times. If you arrive more than ten minutes late for a six o'clock pick-up your child will be with the boarders, initially in the dining room.
- Do not take your child off the premises before they have signed out.
- If your child needs a planned absence from school, for any reason, please seek permission directly from the Headmaster via [hmpa@foremarke.org.uk](mailto:hmpa@foremarke.org.uk)
- Children who are off games or swimming need written permission from parents or our Surgery.
- The Prep diary should be seen as a method of communication between home and school

and should be regularly checked and signed each week.

- Always contact your child's Form Tutor first if you have any problem or concern.
- Wherever possible routine medical appointments should be made during the school holidays.
- A telephone is provided for use by pupils in line with the requirements of 'Keeping Children Safe in Education'. At all other times, this telephone should be used only with the permission of School Office staff and used responsibly.
- 'Clarion Call' notices will be sent to parents to communicate major school events and last-minutes changes in arrangements e.g. a late return from sports fixtures.

### **Review**

The 'Parental Support for the Aims and Ethos of The School' policy is the responsibility of the Senior Management Team and will be reviewed according to the Schools' Policy Review Cycle.

Last Reviewed: Summer 2016

Next Review: Summer 2017