THE PORTSMOUTH GRAMMAR SCHOOL

The PGS Parental Code of Conduct

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1. Introduction and Aims

1.1 At The Portsmouth Grammar School (PGS), we deeply value the partnership between home and school. We believe in developing positive relationships with our parents and guardians to best support their children. This Parent Code of Conduct outlines the shared expectations that help us maintain a respectful, supportive, collaborative and safe environment for all members of our community.

1.2 Our core values—Curiosity, Creativity, Commitment, Courage, Compassion, and Collaboration—guide everything we do. We place the child at the centre of our decision making. We ask that all families support these values in their interactions with the School and each other to ensure positive outcomes for all.

1.3 When a place is accepted at PGS, we invite parents and guardians to work with us in a spirit of mutual respect and understanding as outlined in the Parent Contract. This contract outlines our obligations to you as parents and guardians.

1.4 The purpose of this code of conduct is to provide guidance to all parents and guardians to PGS about the expected conduct so that we can continue to work together to ensure a safe and positive environment for the children and staff within our school community.

2. Supporting Your Child – Guidance for Parents

2.1 We encourage parents to actively support their child's education by:

2.1.1 Ensuring regular and punctual attendance;

2.1.2 Promoting a positive attitude towards learning and school life, including homework;

2.1.3 Attending scheduled meetings and engaging in discussions to support your child's progress;

2.1.4 Sharing any relevant concerns or changes at home with your child's tutor in a timely and respectful way.

2.2 This list is not exhaustive, and we welcome ongoing collaboration to support each child's wellbeing and development to ensure positive outcomes.

3. Key Principles

3.1 Sharing Information with the School

3.1.1 To best support your child, we ask that parents:

(a) Keep contact details and medical information up to date;

(b) Inform us of any special educational needs or circumstances that may affect your child's wellbeing or learning;

(c) Share any relevant legal information, such as court orders;

(d) Let us know if there are any changes that may affect your child's place at the School (e.g. financial or immigration status).

3.1.2 Your child's Form Teacher/Key Worker (Junior School) or Tutor (Senior School) should be your first port of contact with the school.

3.2 Communicating with the School

3.2.1 We value open, respectful, polite and constructive communication to ensure positive outcomes. We seek to work collaboratively with you as parents and guardians to best support your child. To help us respond effectively:

(a) Please contact your child's Form Teacher/Key Worker (Junior School) or Tutor (Senior School) in the first instance;

(b) Please avoid sending duplicate messages unless necessary;

(c) Please be mindful of staff working hours—while we aim to respond within 24 hours during term time, teaching commitments may mean replies are not immediate;

(d) We are committed to resolving queries efficiently and positively; for formal concerns and complaints, please refer to our Parental Complaints Policy, available on the School website.

3.3 Respecting Professional Decisions

3.3.1 We ask parents to trust and respect the professional judgment of our staff, particularly in areas such as behaviour, sanctions, and teaching/tutor group placements. Constructive dialogue is always welcome and working collaboratively helps us achieve the best outcomes for your child.

3.3.2 Decisions about tutor groups and academic sets are made with care and based on staff knowledge of pupils, aiming to create the best possible learning environment for all.

3.4 Conduct Expectations

3.4.1 To maintain a safe and respectful environment, we ask all parents to avoid behaviours that may cause distress or disruption to other members of our community. These include (but are not limited to):

(a) Behaviour that could compromise the Health and Safety of other members of our community

(b) Using offensive, abusive, or discriminatory language;

(c) Engaging in threatening, intimidating, or disruptive behaviour;

(d) Harassing or bullying staff, pupils, or other parents;

(e) Approaching other children to discuss behaviour;

(f) Driving unsafely on school grounds;

(g) Damaging school property;

(h) Making malicious allegations;

(i) Posting harmful or defamatory comments online (including WhatsApp or social media);

(j) Making covert recordings;

(k) Communicating in a way that is excessive or unreasonable;

(l) Smoking, vaping, or using drugs on school property;

(m) Acting in ways that may affect the wellbeing of others.

3.4.2 We understand that concerns may arise, and we are committed to resolving them constructively and collaboratively. However, where behaviour falls short of expectations, the School may take steps such as:

(a) Sending a written reminder of this Code of Conduct;

(b) Requesting a meeting to discuss concerns;

(c) Establishing a communication plan;

(d) Restricting access to the School site or to School events;

(e) In serious cases, contacting appropriate external authorities and/or considering the removal of a child from the School, in line with our policies and Parent Terms and Conditions.

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