

Cloverlea PTA Event Code of Conduct

1. Purpose

The PTA exists to support the school community, enrich pupils' experiences and raise funds for the benefit of the school.

Our events are intended to be safe, enjoyable and inclusive for everyone. This Code of Conduct sets out the standards of behaviour expected from all attendees, including parents, PTA members, carers, pupils, family members, volunteers, staff, contractors and visitors attending PTA-organised events.

By attending a PTA event, individuals agree to follow this Code of Conduct.

2. Our Values

We expect everyone attending a PTA event to:

- Treat others with courtesy, dignity and respect.
- Support a safe and welcoming environment for all.
- Demonstrate kindness, patience and consideration.
- Follow instructions from PTA volunteers, school staff and event organisers.
- Respect school property, equipment and facilities.
- Act as positive role models for children and young people.
- Help create an atmosphere where everyone can enjoy the event.

Parents and carers remain responsible for the behaviour, supervision and safety of children in their care.

We are committed to creating an inclusive environment that respects diversity, including but not limited to race, disability, gender, religion and family background.

3. Expected Behaviour

The following behaviours are expected at all PTA events:

Adults

- Speak respectfully to all attendees.
- Raise concerns calmly and appropriately.

- Follow event rules and safety instructions.
- Consume alcohol responsibly where alcohol is permitted and in line with licensing laws covering the event (specifically, if alcohol is being sold at a PTA event then attendees are not permitted to bring their own alcohol)
- Respect differences of opinion.
- Support volunteers and staff carrying out their duties.

Pupils

- Treat others with kindness and respect.
- Follow instructions from adults supervising activities.
- Use equipment safely.
- Include others and avoid behaviour that could upset, intimidate or exclude others.
- Respect school grounds, facilities and property.

4. Unacceptable Behaviour

The following behaviours will not be tolerated:

Verbal Behaviour

- Shouting at, insulting or intimidating others.
- Swearing directed at another person.
- Aggressive, abusive or threatening language.
- Harassment, discrimination or derogatory remarks.
- Public arguments that cause distress to others.
- Deliberately provoking confrontation.

Physical Behaviour

- Physical aggression of any kind.
- Threatening gestures or intimidating behaviour.
- Pushing, grabbing or unwanted physical contact.
- Damage to school or PTA property.
- Throwing objects or creating unsafe situations.

Behaviour Towards Children

- Shouting at, humiliating or intimidating any child.
- Inappropriate physical contact.
- Bullying, harassment or discrimination.

- Challenging, disciplining or confronting another person's child in an aggressive manner.

Online Behaviour Related to Events

The PTA may take action where online behaviour connected to an event:

- Targets volunteers, staff, parents or pupils.
- Includes abusive, threatening or defamatory comments.
- Incites hostility or conflict within the school community.

It is the responsibility of everyone attending any event to report any unacceptable behaviour to a member of the PTA immediately.

5. Behaviour Thresholds

Acceptable Behaviour

Examples include:

- Expressing disappointment politely.
- Asking questions respectfully.
- Raising concerns with event organisers.
- Requesting clarification about decisions.
- Calmly disagreeing with a volunteer or organiser.

Unacceptable Behaviour

Examples include:

- Repeated shouting.
- Personal insults.
- Refusing reasonable requests from organisers.
- Aggressive confrontation.
- Swearing at volunteers, staff, parents or children.
- Harassing individuals.
- Behaviour that causes fear, distress or disruption.

Serious Misconduct

Examples include:

- Threats of violence.
- Physical aggression.
- Hate speech or discriminatory behaviour.
- Intoxication causing disruption or risk.
- Deliberate property damage.
- Any behaviour placing children or others at risk.

6. Managing Aggressive or Disruptive Behaviour

The safety of attendees, particularly children, will always be the priority.

PTA volunteers are not expected to tolerate abuse and should not place themselves at risk.

Stage 1 – Informal Reminder

Where behaviour falls below expected standards but is not threatening:

- A PTA volunteer or event lead will remind the individual of the Code of Conduct.
- The individual will be asked to modify their behaviour.

Stage 2 – Formal Warning

If behaviour continues:

- A senior PTA representative will issue a clear warning.
- The individual will be informed that continued behaviour may result in removal from the event.

Stage 3 – Removal from the Event

Where behaviour persists or causes disruption:

- The individual may be asked to leave the event immediately.
- Children attending with that adult, along with any associated family members, will also be required to leave.

Stage 4 – Serious Incidents

For serious misconduct:

- The individual will be required to leave immediately.
- The school leadership team will be informed.

- Future attendance at PTA events may be restricted or prohibited.
- Police may be contacted where threats, violence, criminal damage or safeguarding concerns arise.

No volunteer should deal with an aggressive individual alone. Where possible, two members should manage the situation together.

7. Possible Consequences

The PTA reserves the right to refuse entry to any person whose behaviour presents a risk to the safety, wellbeing or enjoyment of others.