POLISI COD YMDDYGIAD RHIENI
PARENTAL CODE OF CONDUCT POLICY

Policy written/updated by	*Matthew Jones*
Date adopted by Governing Body	*April 18*
To be reviewed	*When required*

Cyflwyniad
Lluniwyd y polisi hon yn unol a rheolau Deddf Cydraddoldeb 2010.

Rydym yn ffodus iawn o gael corff o rieni cefnogol a chyfeillgar. Mae ein rhieni yn cydnabod fod addysgu plant yn broses sy'n golygu partneriaeth rhwng rhieni, athrawon dosbarth a chymuned yr ysgol. Fel partneriaeth, bydd ein rhieni/gofalwyr yn deall pwysigrwydd perthynas weithio dda i roi'r sgiliau angenrheidiol i'r plant ar gyfer bywyd fel oedolion. Am y rhesymau hyn rydym yn parhau i groesawu ac annog rhieni/gofalwyr i gymryd rhan lawn ym mywyd ein hysgol.

Pwrpas a Chwmpas

Pwrpas y polisi hwn yw atgoffa'r holl rieni, gofalwyr ac ymwelwyr â'n hysgol am yr ymddygiad disgwyliedig. Mae hyn er mwyn i ni barhau i ffynnu, datblygu a chyflawni mewn awyrgylch o gyd-ddealltwriaeth.

Introduction
This policy was formulated having paid due regard to the Equality Act of 2010
We are very fortunate to have a supportive and friendly parent body. Our parents recognise that educating children is a process that involves partnership between parents, class teachers and the school community. As a partnership, our parents/carers will understand the importance of a good working relationship to equip children with the necessary skills for adulthood. For these reasons we continue to welcome and encourage parents/carers to participate fully in the life of our school.

Purpose and Scope

The purpose of this policy is to provide a reminder to all parents, carers and visitors to our school about the expected conduct. This is so we can continue to flourish, progress and achieve in an atmosphere of mutual understanding.

Canllawiau

Disgwyliwn i rieni, gofalwyr ac ymwelwyr i:

- Barchu ethos ofalgar a gwerthoedd ein hysgol
- Deall bod angen i athrawon a rhieni gydweithio er lles eu plant.
- Dangos y dylid trin pob aelod o gymuned yr ysgol gyda pharch ac felly gosod esiampl dda gyda'u hiaith a'u hymddygiad eu hunain.
- Ceisio cadarnhau fersiwn y plentyn o ddigwyddiadau gyda barn yr ysgol er mwyn cael datrysiad heddychlon i unrhyw broblem.
- Cywiro ymddygiad eu plentyn yn arbennig yn gyhoeddus ble gallai fel arall arwain at wrthdaro, ymddygiad ymosodol neu ymddygiad anniogel.
- Gofyn i'r ysgol helpu i ddatrys unrhyw bryderon.
- Osgoi defnyddio staff fel bygythiadau i geryddu ymddygiad plant.

Er mwyn cefnogi amgylchedd ysgol heddychlon a diogel ni all yr ysgol oddef rhieni, gofalwyr ac ymwelwyr yn gwneud y canlynol:

- Ymddwyn yn aflonyddgar sy'n ymyrryd neu'n bygwth ymyrryd â gweithrediad y dosbarth, swyddfa aelod o staff, ardal swyddfa neu unrhyw ardal arall o safle'r ysgol gan gynnwys gemau tîm.
- Defnyddio iaith uchel/neu ymosodol, rhegi, melltithio, defnyddio iaith fras neu ddangos tymer.
- Bygwth peri niwed corfforol gwirioneddol i aelod o staff yr ysgol, llywodraethwr, ymwelydd, cyd riant/gofalydd neu fyfyriwr os yw'r ymddygiad yn drosedd ai peidio.
- Difrodi neu ddinistrio eiddo'r ysgol.
- E-bost neu neges destun/neges ffôn neu gyfathrebu ysgrifenedig arall sy'n ddifrïol neu fygythiol.
- Sylwadau difrïol, ymosodol neu ddychanol am yr ysgol neu un o'r myfyrwyr/rhieni/staff, yn yr ysgol ar Facebook neu safleoedd cymdeithasol eraill (gweler Atodiad 1). Rhaid i unrhyw bryderon sydd gennych am yr ysgol gael eu gwneud trwy 'r sianeli priodol trwy siarad gyda'r athro dosbarth, pennaeth neu gadeirydd y llywodraethwyr, er mwyn eu trin yn deg, priodol ac yn effeithiol ar gyfer pawb dan sylw.
- Defnyddio trais corfforol tuag at oedolyn neu blentyn arall.
- Mynd at blentyn rhywun arall er mwyn trafod neu eu ceryddu oherwydd gweithredoedd y plentyn hwn tuag at eu plentyn eu hunain (gellir gweld hyn fel ymosodiad ar y plentyn hwnnw a gallai gael canlyniadau cyfreithiol).
- Ysmygu ac yfed alcohol neu gymryd cyffuriau eraill tra ar dir yr ysgol.
- Dod a chŵn ar safle'r ysgol.

Pe bai **unrhyw** un o'r ymddygiad uchod yn digwydd ar dir yr ysgol gall yr ysgol deimlo bod angen cysylltu â'r awdurdodau priodol ac os oes angen, hyd yn oed gwahardd yr oedolyn tramgwyddus o dir yr ysgol. Gobeithiwn y bydd rhieni a gofalwyr yn cynorthwyo ein hysgol i weithredu'r polisi hwn a diolchwn i chi am eich cefnogaeth barhaus i'r ysgol.

Guidance

We expect parents, carers and visitors to:

- Respect the caring ethos and values of our school
- Understand that both teachers and parents need to work together for the benefit of their children.
- Demonstrate that all members of the school community should be treated with respect and therefore set a good example in their own speech and behaviour.
- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
- Correct own child's behaviour especially in public where it could otherwise lead to conflict, aggressive behaviour or unsafe behaviour.
- Approach the school to help resolve any issues of concern.
- Avoid using staff as threats to admonish children's behaviour. **In order to support a peaceful and safe school environment the school cannot tolerate parents, carers and visitors exhibiting the following:**
- Disruptive behaviour which interferes or threatens to interfere with the operation of a classroom, an employee's office, office area or any other area of the school grounds including team matches.
- Using loud/or offensive language, swearing, cursing, using profane language or displaying temper.
- Threatening to inflict actual bodily harm to a member of school staff, Governor, visitor, fellow parent/carer or student regardless of whether or not the behaviour constitutes a criminal offence.
- Damaging or destroying school property.
- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication.
- Defamatory, offensive or derogatory comments regarding the school or any of the students/parent/staff, at the school on Facebook or other social sites. (See Appendix 1). Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- The use of physical aggression towards another adult or child.
- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Smoking and consumption of alcohol or other drugs whilst on school property.
- Dogs being brought on to school premises.

Should **any** of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if necessary, even ban the offending adult from entering the school grounds. We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support of the school.

Atodiad 1:Defnydd amhriodol o Safleoedd Rhwydweithio Cymdeithasol

Mae gwefannau cyfryngau cymdeithasol yn cael eu defnyddio yn gynyddol i hybu ymgyrchoedd a chwynion yn erbyn ysgolion, penaethiaid, staff ysgol, ac mewn rhai achosion, rhieni/myfyrwyr eraill. Mae'r llywodraethwyr yn ystyried y defnydd o wefannau cyfryngau cymdeithasol yn y ffordd hon yn annerbyniol ac nid er lles y plant na'r gymuned ysgol gyfan. Rhaid i unrhyw bryderon sydd gennych am yr ysgol gael eu gwneud trwy'r sianeli priodol trwy siarad gyda'r athro dosbarth, pennaeth neu gadeirydd y llywodraethwyr, er mwyn eu trin yn deg, priodol ac yn effeithiol ar gyfer pawb dan sylw.

Os canfyddir fod unrhyw fyfyriwr neu riant/gofalydd i blentyn/blant a addysgir yn yr ysgol yn postio sylwadau enllibus neu ddifrïol ar Facebook neu safleoedd rhwydweithio cymdeithasol eraill, bydd yr ysgol yn ymdrin a'r mater gan gyfeirio at ein polisi Cyfryngau Cymdeithasol.

Mewn achosion difrifol bydd yr ysgol hefyd yn ystyried ei hopsiynau cyfreithiol i ddelio gydag unrhyw gamddefnydd o rwydweithio cymdeithasol a safleoedd eraill. Hefyd, ac efallai yn bwysicach yw'r mater o fwlio seiber a'r defnydd gan un plentyn neu riant i fychanu un arall yn gyhoeddus trwy gofnod amhriodol ar rwydwaith cymdeithasol. Byddwn yn cymryd ac yn delio gyda hwn fel achos difrifol o fwlio ysgol. Yn ffodus mae achosion o'r fath yn hynod o brin. Byddwn yn disgwyl i rieni sicrhau fod pawb sy'n gyfrifol am gasglu plant yn ymwybodol o'r polisi hwn.

Appendix 1: Inappropriate use of Social Network Sites

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/students. The Governors considers the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any student or parent/carer of a child/ren being educated in the school is found to be posting libellous or defamatory comments on Facebook or other social network sites, then the school will refer to our Social Media Policy and act accordingly.will be reported to the appropriate 'report abuse' section of the network site.

In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly is the issue of cyber bullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare. We would expect that parents would make all persons responsible for collecting children aware of this policy.

Atodiad 2 Llythyrau enghreifftiol

Annwyl Riant

Rwyf wedi cael adroddiad am eich ymddygiad ar (nodwch y dyddiad a'r amser). [ychwanegwch grynodeb o'r digwyddiad a'i effaith ar staff, myfyrwyr, rhieni eraill.]

Credwn fod gan staff, rhieni a phlant hawl i amgylchedd diogel ac amddiffynnol i weithio ynddo. Mae ymddygiad a fydd yn achosi aflonyddwch, ofn neu drallod i ddefnyddwyr y safle yn groes i amcanion yr ysgol.

Rhaid i mi eich hysbysu na fydd yr ysgol yn goddef ymddygiad o'r natur hwn ar ei safle a bydd yn gweithredu i amddiffyn ei staff a'i myfyrwyr. Felly rwy'n eich hysbysu y bydd camau ffurfiol yn cael eu dilyn os oes gan staff yr ysgol unrhyw bryderon pellach am eich ymddygiad.

Yn gywir

Pennaeth

Annwyl Riant

Rwyf wedi cael adroddiad am eich ymddygiad ar (nodwch y dyddiad a'r amser). [Ychwanegwch grynodeb o'r digwyddiad a'i effaith ar staff, myfyrwyr, rhieni eraill.] Credwn fod gan staff, rhieni a phlant hawl i amgylchedd diogel ac amddiffynnol i weithio ynddo. Mae ymddygiad a fydd yn achosi aflonyddwch, ofn neu drallod i ddefnyddwyr y safle yn groes i amcanion yr ysgol.

Rhaid i mi eich hysbysu na fydd yr ysgol yn goddef ymddygiad o'r natur hwn ar ei safle a bydd yn gweithredu i amddiffyn ei staff a'i myfyrwyr.

Mae'r pennaeth eisoes wedi cysylltu â chi ar _____. Ar gyngor y pennaeth rwy'n eich hysbysu pe bai gan staff yr ysgol unrhyw bryderon pellach am eich ymddygiad gofynnir i chi beidio â dod ar dir yr ysgol a gellir eich erlyn o dan Adran 547 Deddf Addysg 1996. Os ydych yn cael eich euogfarnu o dan yr adran hon, gallwch gael dirwy o hyd at £500.

Yn gywir

Cadeirydd y Llywodraethwyr

Appendix 2 Model letters

Dear Parent

I have received a report about your conduct on (enter date and time). [Add summary of the incident and of its effect on staff, students, other parents.]

We believe staff, parents and children are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school.

I must inform you that the school will not tolerate conduct of this nature on its premises and will act to defend its staff and students. I am therefore informing you that should the school staff have any further concerns about your behaviour formal procedures will be followed.

Yours sincerely

Headteacher

Dear Parent

I have received a report about your conduct on (enter date and time). [Add summary of the incident and of its effect on staff, students, other parents.] We believe staff, parents and children are entitled to a safe and protective environment in which to work. Behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school.

I must inform you that the school will not tolerate conduct of this nature on its premises and will act to defend its staff and students.

The Headteacher has already contacted you on _____. On the advice of the Headteacher I am therefore informing you that should the school staff have any further concerns about your behaviour you will be asked not to enter the premises and you could be prosecuted under Section 547 of the Education Act 1996. If convicted under this section, you are liable to a fine of up to £500

Yours sincerely

Chair of Governors

YSGOL PANT Y RHEDYN/YSGOL BABANOD

COD YMDDYGIAD RHIENI TRA MAE EICH PLENTYN YN DDISGYBL O FEWN EIN HYSGOL

PARENTAL CODE OF CONDUCT WHILST YOUR CHILD IS A PUPIL IN OUR SCHOOL.

Canllawiau

Disgwyliwn i rieni, gofalwyr ac ymwelwyr i:

- Barchu ethos ofalgar a gwerthoedd ein hysgol
- Deall bod angen i athrawon a rhieni gydweithio er lles eu plant.
- Dangos y dylid trin pob aelod o gymuned yr ysgol gyda pharch ac felly gosod esiampl dda gyda'u hiaith a'u hymddygiad eu hunain.
- Ceisio cadarnhau fersiwn y plentyn o ddigwyddiadau gyda barn yr ysgol er mwyn cael datrysiad heddychlon i unrhyw broblem.
- Cywiro ymddygiad eu plentyn yn arbennig yn gyhoeddus ble gallai fel arall arwain at wrthdaro, ymddygiad ymosodol neu ymddygiad anniogel.
- Gofyn i'r ysgol helpu i ddatrys unrhyw bryderon.
- Osgoi defnyddio staff fel bygythiadau i geryddu ymddygiad plant.

Er mwyn cefnogi amgylchedd ysgol heddychlon a diogel ni all yr ysgol oddef rhieni, gofalwyr ac ymwelwyr yn gwneud y canlynol:

- Ymddwyn yn aflonyddgar sy'n ymyrryd neu'n bygwth ymyrryd â gweithrediad y dosbarth, swyddfa aelod o staff, ardal swyddfa neu unrhyw ardal arall o safle'r ysgol gan gynnwys gemau tîm.
- Defnyddio iaith uchel/neu ymosodol, rhegi, melltithio, defnyddio iaith fras neu ddangos tymer.
- Bygwth peri niwed corfforol gwirioneddol i aelod o staff yr ysgol, llywodraethwr, ymwelydd, cyd riant/gofalydd neu fyfyriwr os yw'r ymddygiad yn drosedd ai peidio.
- Difrodi neu ddinistrio eiddo'r ysgol.
- E-bost neu neges destun/neges ffôn neu gyfathrebu ysgrifenedig arall sy'n ddifrïol neu fygythiol.
- Sylwadau difrïol, ymosodol neu ddychanol am yr ysgol neu un o'r myfyrwyr/rhieni/staff, yn yr ysgol ar Facebook neu safleoedd cymdeithasol eraill (gweler Atodiad 1). Rhaid i unrhyw bryderon sydd gennych am yr ysgol gael eu gwneud trwy 'r sianeli priodol trwy siarad gyda'r athro dosbarth, pennaeth neu gadeirydd y llywodraethwyr, er mwyn eu trin yn deg, priodol ac yn effeithiol ar gyfer pawb dan sylw.
- Defnyddio trais corfforol tuag at oedolyn neu blentyn arall.
- Mynd at blentyn rhywun arall er mwyn trafod neu eu ceryddu oherwydd gweithredoedd y plentyn hwn tuag at eu plentyn eu hunain (gellir gweld hyn fel ymosodiad ar y plentyn hwnnw a gallai gael canlyniadau cyfreithiol).

- Rhannu unrhyw delweddau neu ffilmiau o blant neu staff yr ysgol ar llwyfannau cymdeithasol (social media) heb ganiadtad yr ysgol.
- Ysmygu ac yfed alcohol neu gymryd cyffuriau eraill tra ar dir yr ysgol.
- Dod a chŵn ar safle'r ysgol.

Pe bai **unrhyw** un o'r ymddygiad uchod yn digwydd ar dir yr ysgol gall yr ysgol deimlo bod angen cysylltu â'r awdurdodau priodol ac os oes angen, hyd yn oed gwahardd yr oedolyn tramgwyddus o dir yr ysgol. Gobeithiwn y bydd rhieni a gofalwyr yn cynorthwyo ein hysgol i weithredu'r polisi hwn a diolchwn i chi am eich cefnogaeth barhaus i'r ysgol.

Defnydd amhriodol o Safleoedd Rhwydweithio Cymdeithasol

Mae gwefannau cyfryngau cymdeithasol yn cael eu defnyddio yn gynyddol i hybu ymgyrchoedd a chwynion yn erbyn ysgolion, penaethiaid, staff ysgol, ac mewn rhai achosion, rhieni/myfyrwyr eraill. Mae'r llywodraethwyr yn ystyried y defnydd o wefannau cyfryngau cymdeithasol yn y ffordd hon yn annerbyniol ac nid er lles y plant na'r gymuned ysgol gyfan. Rhaid i unrhyw bryderon sydd gennych am yr ysgol gael eu gwneud trwy'r sianeli priodol trwy siarad gyda'r athro dosbarth, pennaeth neu gadeirydd y llywodraethwyr, er mwyn eu trin yn deg, priodol ac yn effeithiol ar gyfer pawb dan sylw.

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YSGOL PANT Y RHEDYN/YSGOL BABANOD

COD YMDDYGIAD RHIENI TRA MAE EICH PLENTYN YN DDISGYBL O FEWN EIN HYSGOL

PARENTAL CODE OF CONDUCT WHILST YOUR CHILD IS A PUPIL IN OUR SCHOOL.

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- Seek to clarify a child's version of events with the school's view in order to bring about a peaceful solution to any issue.
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- Approach the school to help resolve any issues of concern.
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- Abusive or threatening e-mails or text/voicemail/phone messages or other written communication.
- Defamatory, offensive or derogatory comments regarding the school or any of the students/parent/staff, at the school on Facebook or other social sites. (See Appendix 1). Any concerns you may have about the school must be made through the appropriate channels by speaking to the class teacher, Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- The use of physical aggression towards another adult or child.

- Approaching someone else's child in order to discuss or chastise them because of the actions of this child towards their own child. (Such an approach to a child may be seen to be an assault on that child and may have legal consequences).
- Smoking and consumption of alcohol or other drugs whilst on school property.
- Sharing any posts or social media pictures or videos without the consent of the school.
- Dogs being brought on to school premises.

Should **any** of the above behaviour occur on school premises the school may feel it is necessary to contact the appropriate authorities and if necessary, even ban the offending adult from entering the school grounds. We trust that parents and carers will assist our school with the implementation of this policy and we thank you for your continuing support of the school.

Inappropriate use of Social Network Sites

Social media websites are being used increasingly to fuel campaigns and complaints against schools, Headteachers, school staff, and in some cases other parents/students. The Governors considers the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community. Any concerns you may have must be made through the appropriate channels by speaking to the class teacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.

In the event that any student or parent/carer of a child/ren being educated in the school is found to be posting libellous or defamatory comments on Facebook or other social network sites, then the school will refer to our Social Media Policy and act accordingly will be reported to the appropriate 'report abuse' section of the network site.

In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites. Additionally, and perhaps more importantly is the issue of cyber bullying and the use by one child or a parent to publicly humiliate another by inappropriate social network entry. We will take and deal with this as a serious incident of school bullying. Thankfully such incidents are extremely rare. We would expect that parents would make all persons responsible for collecting children aware of this policy.

Enw'r Plentyn/ Name of the Child:-

I'w adnewyddu yn flynyddol/To be updated annually

1. A gawn ni ddefnyddio ffotograff o'ch plentyn mewn cyhoeddiad ysgol?	Cewch/Na chewch
2. A gawn ni ddefnyddio delwedd o'ch plentyn ar y safle we?	Cewch/Na chewch
3. A gawn ni recordio delwedd o'ch plentyn ar fideo neu we gam?	Cewch/Na chewch
4. A ydych chi'n hapus i'ch plentyn ymddangos ar y cyfryngau?	Ydym/Nac ydym
5. A ydych chi'n hapus i'ch plentyn ymddangos ar ein cyfrif Trydar @PYR2115?	Ydym/Nac ydym
6. A ydych chi'n hapus i'ch plentyn ymddangos ar unrhyw gyfrwng cyhoeddus arall ee You Tube ?	Ydym/Nac ydym
7. A ydych chi'n hapus i'ch plentyn ddefnyddio offer TGCh yr ysgol gan gynnwys cael mynediad i gwefannau?	Ydym/Nac ydym
8. A ydych yn hapus i ni dderbyn caniadtad trwy sgwrs ffon a/neu y ffurflen ganiadtad cyffredinol fel caniadtad i'ch plentyn gymryd rhan mewn gweithgaredd	Ydym/Nac ydym
9. Yr ydym yn cytuno i gadw at ofynion y Cod Ymddygiad ar gyfer rhieni tra mae fy mhlentyn yn ddisgybl yn yr ysgol hon.	Ydym/Nac ydym

1. May we use your child's photograph in the school printed publications ?	Yes/No
2. May we use your child's image on our website?	Yes/No
3. May we record your child's image on video or webcam?	Yes/No
4. Are you happy for your child to appear in the media?	Yes/No
5. Are you happy for your child's photograph to appear on our Twitter account @PYR2115	Yes/No
6. Are you happy for your child's photograph to appear on other Social Media eg You Tube?	Yes/No
7. Are you happy for your child to access and use our ICT Equipment including the use of Websites	Yes/No
8. Are you happy for us to use verbal agreement and/or the general acceptance form as consent for a school activity.	Yes/No
9.I agree to adhere to the Parental Code of Conduct whilst my child is a pupil in this school.	Yes/No