



WILLIAM HARDING SCHOOL
Aim high... Work hard... Be kind...

WILLIAM HARDING SCHOOL

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15 September 2023

Dear parents and carers,

Re: Important Reminder: Respectful Behaviour Towards Staff Members

As we embark on another school year at William Harding, we would like to take a moment to emphasise the importance of respectful behaviour towards our dedicated staff members.

As a senior leadership team, we consider ourselves very lucky to have such an enthusiastic and devoted staff team, especially when there is a national teacher recruitment crisis. Record numbers of people are leaving the profession, yet we have a whole team of wonderful teaching staff who are committed to providing the best for our pupils. We view it as part of our role as senior leaders to ensure our staff don't want to leave.

In school, we review workload and wellbeing as often as possible to see how we can make the role more manageable and ensure staff have as much time as possible with our amazing children. Another way we can work on staff retention is by ensuring respectful relationships between staff and parents.

With this in mind, and to ensure a harmonious and productive school year, we kindly request that you encourage your child/ren and yourselves to treat all staff members with respect and courtesy. This includes teachers, teaching assistants, administrative staff, premises team, FLO and SEN team and everyone who contributes to the smooth operation of our school. All our staff are human beings who deserve to be treated in a polite and appropriate manner.

Here are a few key reminders:

- **Effective Communication:** If you have any concerns or questions, please communicate with our staff in a polite and constructive manner. Open and respectful dialogue helps us address issues and find solutions. Please follow our 'Who to contact' sheet to support you in understanding who the best person to speak with. <https://www.williamhardingschool.co.uk/who-to-contact>
- **Patience:** We are a busy working school and must prioritise teaching our pupils and running our school. We want to answer your queries as quickly as possible and aim to respond to do so within 48 hours, however this is not always possible due to teaching/meeting commitments. Similarly, please do not turn up at the school expecting an immediate meeting with a staff member as this will not be possible.

Our School Values are: Inclusion, Perseverance, Honesty, Respect, Responsibility and Collaboration.



- **Politeness:** Staff will not tolerate rudeness, threatening, bullying or demanding behaviour, either face to face, on the phone or over email. If parents behave in this way, we may have to terminate calls and conversations. Please be polite as then we can work together to try and resolve the situation, which is what we want to do.
- **Appreciation:** A simple "thank you" can go a long way. Expressing gratitude for the hard work and dedication of our staff members can boost morale and motivation.
- **Role Modelling:** Children often learn by example. Demonstrating respect for others in your interactions with staff sets a positive example for your child.

Remember, we are a community that thrives on mutual respect and collaboration. By working together in a respectful manner, we can create a nurturing and enriching educational experience for all our pupils. This is the behaviour we expect from parents at William Harding.

Our staff members work tirelessly to provide your children with the best possible education and support. Their commitment to your child's growth and development is unwavering. Please be kind to them.

Thank you for your continued support, and we look forward to a successful and respectful school year ahead.

Best wishes,
The Senior Leadership Team

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