



Employees who are a parent/carer or relative of a pupil/student or colleague Policy

Version Control

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Date	Page Number	Section	Amendment
10.22	2	4	Addition of 4.8
10.22	2	5	Entirely new section
04.23	1	Title	Renamed: 'Employees who are a parent/carer or relative of a pupil/student or colleague' from 'Employees who are a parent/carer or relative of a pupil/student' to expand scope
04.23	2	3	Add 3.2 To provide clarity to roles and responsibilities of all employees who have a colleague at the school.
04.23	3	6	Added 'Approach to employees who are close relatives of each other'
04.23	3	7	Added 'Definitions of a relative'

5.1 School may offer employment to parents or relatives through an agency.

5.2 School reserves the right to exercise discretion over whether to begin or continue a parent or relative's agency placement if it is judged that there is or could be a negative impact on the learning and progress of the related pupil.

6.0 Approach to employees who are close relatives of each other

6.1 In any organisation, there may be occasions when close relatives may be employed by that organisation. Ordinarily, the employment of close relatives in a large organisation is of little significance, but in smaller organisation such as Schools significant problems can arise.

6.2 In particular, problems will/may occur where partners or relatives work together in a direct line management relationship, or where there is some form of authority exercised by an individual over a close relative. It is not suggested that individual employees would allow themselves to be influenced by personal relationships, however it would be advisable to avoid circumstances which such practice might be alleged or inferred. Some examples include: a) the appointment of staff b) the managing of staff c) the counselling of staff d) the appraising of staff; or e) the disciplinary of the other person; or f) any interaction or decision where there may be a perception of either adverse or favourable treatment due to the relationship involved.

6.3 Potential problems that may arise: a) embarrassment or awkwardness for co-workers; b) difficulties in arranging annual leave to accommodate both if support staff; and c) concerns of lack of objectivity in the event of disagreements within the workplace or in relation to any incidents/investigations. d) Grievances due to perceived favouritism of family members of coworkers.

6.4 In circumstances where close relatives work together, there is potential for division of loyalty or allegations of favouritism or nepotism which must be avoided. The requirements of equalities legislation and regulation must be scrupulously observed and therefore selection for appointment, training and promotion must not be affected by marital or family status. Nor should an employee's right to privacy be infringed. It is important that working arrangements are fair and seen to be fair in practice.

6.5 Close relatives and members of the same household should not normally be employed in positions where one has a supervisory responsibility for the other or makes employment decision pertaining to the other, or exercises authority over the other. Employees should not usually work in the same class/team as each other, except to fulfil a short-term need (e.g. in the event of absence) or if the Headteacher can be satisfied that it does not create a significant additional risk.

7. Definitions of relative

Relatives are defined as a) Spouse or partner, or former spouse or partner; b) Parent, parent in law, grandparent; c) Brother or sister (Including in laws); d) Son or daughter (including in laws), grandchildren; e) Uncle, aunt, niece, nephew; f) Step family members falling into the above categories.