

Seaton Sluice First School



Managing Unacceptable Behaviour On School Premises Policy

Written by: Amanda Bennett

Role: Headteacher

Approved by: Amanda Bennett

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1. Statement of principles

The ethos of Seaton Sluice First School encourages close links with parents and the community. The staff and governors believe that pupils benefit when the relationship between home and school is a positive one.

The vast majority of parents, carers and others visiting our school are keen to work with us and are supportive of the school. However, on the rare occasions when a negative attitude towards the school is expressed, this can result in aggression, verbal and or physical abuse towards members of school staff or the wider school community.

The governing body expects and requires its members of staff to behave professionally in these difficult situations and attempt to defuse the situation where possible, seeking the involvement as appropriate of other colleagues. However, all members of staff have the right to work without fear of violence and abuse, and the right, in an extreme case, of appropriate self-defence. We expect parents and other visitors to behave in a reasonable way towards members of school staff. This policy outlines the steps that will be taken where behaviour is unacceptable.

2. Behaviour

The following types of behaviour that are considered serious and unacceptable and will not be tolerated at Seaton Sluice First School:

- shouting at members of the school staff, parents or children either in person or over the telephone;
- physically intimidating a member of staff, parent or child eg standing very close to her/him;
- the use of aggressive hand gestures;
- threatening behaviour;
- shaking or holding a fist towards another person;
- swearing;
- using abusive/ offensive language
- pushing;
- hitting, e.g. slapping, punching and kicking;
- spitting;
- racist, sexist, homophobic or transgender comments;
- breaching the school's security procedures.
- Negative comments about the school, abusive or threatening behaviour in social media postings.

This is not an exhaustive list but seeks to provide illustrations of such behaviour.

Unacceptable behaviour may result in the local authority and the police

being informed of the incident.

3. Procedure to be followed

If a parent/carer or visitor behaves in an unacceptable way towards any member of the school community, the Headteacher or Deputy Headteacher will intervene, seek to resolve the situation through discussion and mediation. If the unacceptable behaviour continues, they will terminate the meeting and ask the visitor to leave the premises. If necessary, the school's complaints procedures should be followed.

Where all procedures have been exhausted, and aggression or intimidation continue, or where there is an extreme act of violence, a parent or carer may be banned by the Chair of Governors from the school premises for a period of time. This will be subject to review as defined in Section 547 of the Education Act (1996)

In imposing a ban the following steps will be taken:

1. The school may in the first instance warn the parent that they are minded to ban them and seek reassurance about future behaviour. If reassurance is not forthcoming, then the school will proceed as in 2 below including details of how long the ban will last. Depending on the severity of the offence, the school may impose an immediate ban as in 2 below.
2. The parent/carer will be informed, in writing, that she/he is banned from the premises, subject to review, and what will happen if the ban is breached, e.g. that police involvement or an injunction application may follow.
3. Where an assault has led to a ban, a statement indicating that the matter has been reported to the local authority and the police will be included.
4. Where appropriate, arrangements for pupils being delivered to, and collected from the school gate will be clarified.

Conclusion

If a parent/carer/visitor is intimidating, threatening or aggressive towards any member of the school community, any interaction will be terminated immediately and the person will be instructed to leave the premises. Further action may be taken by the school. The local authority itself may act where behaviour is unacceptable or there are serious breaches of our home-school code of conduct or health and safety legislation.

In implementing this policy, the school will, as appropriate, seek advice from the Local Education, to ensure fairness and consistency.

Appendix 1: Example of letter- written warning

BY RECORDED DELIVERY

(Include address)

DATE

Dear XXX,

I have received a concern from the Headteacher of Seaton Sluice First School regarding your conduct whilst on the school site on XXX at approximately XXX. I have been advised that (INCLUDE SUMMARY OF INCIDENT, INCLUDING EFFECT UPON PUPILS, STAFF AND OTHER PEOPLE).

(Optional)

I note that you have had (Number) other private conversations with the Headteacher relating to your unacceptable behaviour in the past, again on the school site. On these occasions, the situation was resolved informally and you reassured the Headteacher that such behaviours would not be repeated.

Having considered this case, I am issuing you with a final written warning in accordance with our Managing Unacceptable Behaviour on School Premises Policy.

A copy of this attached for your consideration. You should take note that governors and staff at Seaton Sluice First School will not tolerate conduct of this nature and will act to safeguard school pupils, families, staff and members of the community. Any repetition of such behaviour will lead to an immediate withdrawal of permission for you to enter the school premises.

I wish to make it clear to you that if your permission to enter or be upon school premises is withdrawn, you can be removed from the school site by a police officer and may be liable to prosecution under Section 547 of the Children Act 1989. You may also be liable to civil action under the tort law of trespass.

If you have any concerns about the school which have led to unacceptable conduct, you should raise these with the school in accordance with the school's Complaint Policy, a copy of which is attached for your consideration.

Should you wish to discuss the content of this letter, please make an appointment to see me and the Headteacher via the school office.

Yours sincerely,

XXX

Chair of Governors
Seaton Sluice First School

Copy sent to:
XXX
Headteacher
Seaton Sluice First School

Appendix 2: Visitor poster (to be displayed in entrance to school)

SEATON SLUICE FIRST SCHOOL



We warmly welcome visitors to our school and value the close link with parents, carers and visitors.

We will always act to ensure the school remains a **safe, calm and happy** place for pupils, staff and all other members of our community.

If you have concerns we will **always listen** to them and seek to address them.

Please be aware, however, that abusive, threatening or violent behaviour will not be tolerated in this school.

Visitors behaving in this way will be asked to leave the premises.

Thank you for your co-operation.

Appendix 3: Letter to ban from school premises

BY RECORDED DELIVERY

(Include address)

DATE

Dear XXX,

I am writing to inform you that, after consultation with the chair of governors, I am banning you from the school site until [date].

(You can also choose to ban a parent permanently. In that case, amend the sentence above.)

Despite previous correspondence and conversations about your conduct, there have been further breaches of our parent and carer acceptable code of conduct.

[Include details of the incidents, including dates, locations and effects on staff/pupils/other parents for every relevant incident.]

If you do not comply with the ban, I will arrange for you to be removed from the grounds and you may be prosecuted under Section 547 of the Education Act 1996. If you would like to raise a complaint, you can do so using the school's complaints procedures, which are available on our website.

Yours sincerely

Headteacher