

The Trinity Catholic Primary School



Abusive or Threatening Behaviour on School Premises Policy 2020

Date: March 2020

To be reviewed Autumn Term 2022

Abusive or Threatening Behaviour on School Premises Policy

The vast majority of visitors to our school, whether they are parents, other family members, members of the community or other guests, demonstrate the values which we want to promote to our pupils in school. We have an “open door” policy because we value the interaction between staff and the families of our pupils. It is an important part of our ethos; it helps us to get to know our pupils really well and, therefore, enable them to make the best progress in all respects. This is, however, a privilege.

Sadly, there are a very few occasions where visitors do not behave as we would like. All schools have been encouraged to consider what to do in the situation where unsatisfactory behaviour arises on their premises. This policy has been drawn up using the “Legal Toolkit for Schools” guidance from the DCSF. Please also see our Code of Conduct for Parents which details the sort of behaviour we expect.

Rights and Expectations of School Community.

- All members of the school community have a right to expect that their school is a safe place in which to work and learn.
- There will be a zero tolerance of violence, threatening behaviour and disorderly conduct, including abuse in all forms, against school staff or other members of the school community.
- Where such behaviour does occur, action will be taken to deal with the person or persons concerned.

What do we mean by Abusive or Threatening Behaviour?

- The Public Order Act 1986 defines “disorderly conduct” as: verbal abuse, threatened abusive or insulting words or behaviour or any disorderly behaviour whereby a person is caused alarm, harassment or distress. “Threatening behaviour” is when a person fears that violence or threat of violent is likely to be provided.

In a school context this could mean someone shouting at a member of staff, either in person or on the phone; acting aggressively, including using intimidating body language, as well as actual violence. It also covers comments posted on social networking sites or situations where members of staff are approached off school premises.

Action to be taken if an incident occurs

If an incident involving threatening behaviour or abuse does occur then an incident report form will be completed by the member of the school community against who the abuse was directed. In the case of this being a pupil a member of staff may complete the form on their behalf. A copy of the form will be added to the pupil's file.

Step 1 – Verbal warning

The Head teacher (or member of SLT) will speak to the person or persons perpetrating such an incident privately. It will be put to them that such behaviour is unacceptable and an assurance will be sought that such an incident will not be repeated. It will be stressed on this occasion that repetition of such an incident will result in further more serious action being taken. If the head teacher has been subject to abuse this will be done by the Chair of Governors (or other appointed independent governor, if the Chair is involved in the incident in any way).

Step 2 –Written warning

If a second incident occurs involving the same person or persons, the head teacher will write to the adults(s) informing them once again that this conduct is unacceptable. As for Step 1, if the head teacher has been subject to abuse this will be done by the Chair or other appointed governor.

NB: any incidents of violent conduct would immediately proceed to step 5. At any stage, the school may report serious incidents of abusive and threatening behaviour to the Local Authority. The school has a statutory responsibility to report any racist or discriminatory incidents to the Local Authority (See Equality Policy). Any act of actual or threatened violence will be referred to the police immediately.

Step 3 – final written warning

If a third incident occurs involving the same person or persons, the Chair or other appointed independent governor, will write to the adult(s) giving a final warning that this abusive and threatening behaviour is unacceptable, and that a repetition of this conduct will leave the governors no option but to take further action.

Step 4 – Governors Ban Letter

If such an incident recurs, or if an initial incident is considered serious enough by the head teacher, the Chair of Governors (or other appointed governor) would be involved to enforce any action deemed necessary. This may result in a person or persons being excluded from school premises.

Step 5 – Involvement of the police

If following a decision to ban a person from the school premises, that person nevertheless persists in entering school premises and is displaying unreasonable behaviour, such a person may be removed from the school premises as a trespasser under Section 547 of the Education Act 1996 and charged with an offence under the Public Order Act 1986.

All parents, even if excluded from school premises are not excluded from the rights to access to school and have a right to seek a telephone appointment to speak to school staff about their child's educational progress.

Other members of the public have no right of access to the school premises. In the case of an incident involving another member of the public steps 1 and 2 as above will be followed. At step 3 the head teacher will write again and at step 4 the head teacher will send the banning letter.

Lone working

All members of staff should be aware of the policy of lone working if they are in school by themselves. Please see the school Health and Safety Policy.

Guidelines

Types of behaviour that are considered serious and unacceptable and will not be tolerated towards any member of the school community.

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

- Shouting, either in person or over the telephone
- Inappropriate posting on Social Networking sites or derogatory about school and/or staff/pupils
- Speaking in an aggressive/threatening tone
- Physically intimidating e.g. standing very close
- The use of aggressive hand gestures/exaggerated movements
- Physical threats or threats made through a third party
- Shaking or holding a fist towards another person
- Swearing
- Pushing
- Hitting e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments
- Intimidating parents/carers/visitors en route in or out of school

Unacceptable behaviour may result in the Police being informed.

The school reserves the right to take necessary actions to ensure that members of the school community are not subjected to abuse.

School premises are private property and parents have been granted permission from the school to be on school premises. However, in case of abuse or threats to staff, pupils or other parents, school may ban parents from entering school.

It is also an offence under section 547 of the Education Act 1997 for any person (including a parent) to cause a nuisance or disturbance on school

premises. The police may be called to assist in removing the person concerned.

School is not responsible for organising arrangements for children in the above circumstances. Parents will need to provide alternative arrangements for bringing children into school.

Parents have the right of appeal by writing to the Chair of Governors within ten days of permission to enter the school premises being withdrawn.

Signed

Date

