



Oaklands School

POLICY FOR DEALING WITH UNACCEPTABLE BEHAVIOUR ON SCHOOL PREMISES



INTRODUCTION

Oaklands School is a community at which everyone is valued and entitled to be treated with respect. This includes pupils, staff, parents, visiting professionals and other visits to school. It is essential for the safeguarding of our pupils that we maintain a calm and positive environment. Everyone is entitled to both be and feel safe in school.

While we understand that everyday life can be stressful neither aggressive nor abusive behaviour or language is appropriate in a school environment, will be tolerated. This includes communications over the telephone and in written communication including text messages, and communications on the school premises including in the school car park.

If inappropriate behaviour happens school staff are expected to behave professionally, attempting to diffuse the situation and to seek support from colleagues. If it is necessary and safe to do so staff may withdraw from the situation. Staff do have the right to work without fear of abuse and staff are not expected to tolerate such behaviour.

The school expects parents and other visitors to always behave in a reasonable way towards all members of the school community. This policy outlines the steps that will be taken where the behaviour displayed falls below the standard the school expects.

The types of behaviour which are unacceptable and will not be tolerated are:

- Ignoring reasonable instructions or requests made by staff
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- shouting, either in person or over the telephone;
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- swearing;

- using intimidating language or behaviour;
- using threatening language or behaviour;
- using abusive or insulting language or behaviour;
- using aggressive or offensive hand gestures;

any physical contact

PERMISSION TO ENTER AND BE ON THE SCHOOL'S PREMISES

Parents and carers have “implied permission” to enter and be on the school’s premises for reasons relating to their child’s education. This means that parents are welcome to come to the school to drop off and collect their children, to speak to teachers and other members of staff about their children, or for meetings, parents’ evenings and social events. If someone other than the parent attends the school premises we would usually expect the parent to inform us before that person arrives, and they may be asked to provide identification



Other visitors also have “implied permission” to enter and be on the school’s premises if they have a reason, for example a courier or delivery person, or a member of the public attending the school’s office to make enquiries about something. Members of the public without a good reason for entering or being on the school premises are trespassing.

WITHDRAWAL OF PERMISSION TO ENTER AND BE ON THE SCHOOL’S PREMISES

If any visitor to the school behaves in an inappropriate manner towards staff or pupils or school property they will be asked to leave. This would mean that their permission to be in school is withdrawn.

If any visitor, including a parent is asked to leave and not return to the premises they will also be informed in writing of the decision, and the reason for which the decision has been taken.

If anyone refused to leave when asked as a result of their inappropriate behaviour the school may ask the police to remove them. In appropriate behaviour on school premises might amount to criminal offence.

Where the school believes that a parent or visitor’s conduct would amount to a criminal offence, the school will always report the incident to the police for immediate investigation and prosecution. The school will co-operate fully with the police, including encouraging teachers and other members of staff to provide witness statements and to attend court to give evidence at a trial.

Where a parent or visitor’s conduct amounts to a criminal offence, the school will, in all but exceptional cases, immediately withdraw their “implied permission” to enter and be on the school’s premises.

THE PROCEDURE FOR WITHDRAWING IMPLIED PERMISSION TO BE ON THE SCHOOL’S PREMISES

The initial decision to withdraw “implied permission” will be made by the Headteacher or, in the Headteacher’s absence from school, by a Head of School an Assistant head, or Business Director. The decision will be reviewed on a regular basis by the Chair of Governors.

STAGE 1 - WARNING LETTER FROM THE HEADTEACHER BEFORE IMPLIED PERMISSION WITHDRAWN

Where a parent or visitor has behaved in a way which is unacceptable to the school for the first time, they are likely to receive a letter warning them that, if the behaviour is repeated, their “implied permission” to enter and be on the school’s premises will be withdrawn. The Headteacher will send a letter (Appendix, Letter 1) to the parent or visitor confirming the warning and the consequences of failing to heed it.

However, where the unacceptable behaviour is serious and/or amounts to a criminal offence, it is likely that the parent or visitor’s “implied permission” will be withdrawn immediately without warning under Stage 2.



STAGE 2 – LETTER FROM HEADTEACHER WITHDRAWING IMPLIED PERMISSION

Where a parent or visitor has already received a warning letter under Stage 1 and has behaved in an unacceptable way again, or where a parent or visitor has engaged in serious misconduct and/or conduct amounting to a criminal offence, their “implied permission” to enter and be on the school’s premises will be withdrawn. If possible, they will be verbally informed that they are prohibited from entering or being on the school’s premises immediately after the incident or as soon as practicable thereafter. In any event, the Headteacher will send a letter (Appendix, Letter 2) to the parent or visitor confirming the withdrawal of their “implied permission” and the consequences of failing to comply.

The prohibition will initially last for **ten school days** from the date of the letter. The parent or visitor will be invited to provide written comments within **five school days** of the date of the letter. By the **tenth school day** from the date of the letter, the Chair of Governors will review the Headteacher’s decision in accordance with Stage 3 (whether or not any written comments have been received) having been provided with all documentation relating to the incident (and any previous incidents), the Headteacher’s record of the decision and the reasons for it.

STAGE 3 – REVIEW OF HEADTEACHER’S DECISION BY CHAIR OF GOVERNORS

The Chair of Governors will, within **ten school days** of the date of the letter notifying the parent or visitor of the Headteacher’s decision to withdraw their “implied permission” to enter and be on the school’s premises, review the decision made, having considered all documentation relating to the incident (and any previous incidents), the Headteacher’s record of the decision, the reasons for it, confirmation as to whether the parent or visitor has complied with the instruction, and any written comments received from the parent or visitor.

The Chair of Governors must consider whether the Headteacher’s decision, was;

- unjustified
- or that the Headteacher’s decision was justified at the time, but that a period of ten school days is sufficient to secure no further inappropriate behaviour in future
- or whether the Headteacher’s decision was entirely justified and should be confirmed for further review at a later date.

The Chair of Governors will, by the **tenth school day** of the date of the letter, write to the parent or visitor confirming whether the decision of the Headteacher has been confirmed (Appendix, Letter 3A) or revoked (Appendix, Letter 3B), stating their reasons.

Where the decision has been confirmed, the letter will confirm the date of the next review, which will be for a period of between fifteen and thirty school days, or until the last day of the term or half term period, at the Chair of Governor’s discretion, subject to **a maximum period of thirty school days**.

Where the decision has been confirmed, the parent or visitor will be invited to provide further written comments **at least five school days** before the date of the next review. These comments should be restricted to the parent or visitor’s conduct since the decision was last confirmed or any new consequences of the decision, and should not repeat comments provided previously which the Chair of Governors will already be in possession of.

STAGE 4 – FURTHER REVIEWS OF THE DECISION



Where the Headteacher's decision was confirmed by the Chair of Governors under Stage 3, or the decision has previously been confirmed under Stage 3, the Chair of Governors will carry out a further review of the decision **by the review date**, having considered all documentation relating to the incident (and any previous incidents), the Headteacher's record of the original decision, the reasons for it, confirmation as to whether the parent or visitor has complied with the instruction since the last review, any written comments provided by the parent or visitor previously, the record of the Chair of Governors' previous review, and any further written comments received from the parent or visitor following the last review.

The Chair of Governors must consider whether, in view of the length of time that the parent or visitor has been prohibited from entering or being on the school's premises, and in light of the parent or visitor's conduct since their "implied permission" was withdrawn, and in consideration of any genuine assurances given in their written comments as their future conduct, it is now appropriate to revoke the decision to withdraw their "implied permission" to enter and be on the school's premises.

The Chair of Governors will, by the **review date**, write to the parent or visitor confirming whether the decision has been further confirmed (Appendix, Letter 4A) or revoked (Appendix, Letter 4B), stating their reasons.

Where the decision has been further confirmed, the letter will confirm the date of the next review, which will be for a period of between fifteen and thirty school days, or until the last day of the term or half term period, at the Chair of Governor's discretion, subject to **a maximum period of thirty school days**.

Where the decision has been further confirmed, the parent or visitor will be invited to provide further written comments **at least five school days** before the date of the next review. These comments should be restricted to the parent or visitor's conduct since the decision was last confirmed or any new consequences of the decision, and should not repeat comments provided previously which the Chair of Governors will already be in possession of.

The procedure under Stage 4 will be followed in relation to all further reviews.

PROHIBITING THIRD PARTIES FROM ENTERING AND BEING ON THE SCHOOL'S PREMISES

The procedure outlined above relates to parents and visitors who had a valid reason for entering and being on the school's premises. Sometimes, members of the public enter the school's premises when they have no good reason for doing so (for example, they do not have children registered as students at the school, and they are not delivering items or making valid enquiries at the school's office).

Such people do **not** have "implied permission" to enter and be on the school's premises, and are therefore trespassing. This means that, if they are causing a nuisance or disturbance on the school's premises, they can be prosecuted under Section 547 of the Education Act 1996. In those circumstances, the school will inform the third party that they are trespassing and ask them to leave the school's premises and, in appropriate cases, call the police and support any prosecution for criminal offences which follows.



PUBLICATION AND REVIEW

This policy will be published on the school' website and reviewed annually

Policy adopted on 28.02.22