



St. Maxentius CE (A) Primary School

Policy on Abusive or Threatening Behaviour on School Premises

All members of the school community have a right to expect that their school is a safe place in which to work and learn. Verbal abuse, threatening behaviour, physical abuse or violence against school staff or other members of the school community will not be tolerated. There will be zero tolerance of such behaviour within the school. Where such behaviour does occur, action will be taken to deal with the person or persons concerned.

It is also an expectation that when parents/carers address members of staff that they do so in a calm, polite and rational manner and, in return, staff will respond to parents/carers professionally and give their concerns due consideration.

Action to be taken if an incident occurs

Incident Report

If an incident involving verbal abuse, threatening behaviour, physical abuse or violence does occur then an incident report form will be completed by the member of the school community against whom the abuse was directed. A 'concerns' report will also be completed each time a member of staff reports being made to feel uncomfortable by a parent/carer. *(In the case of this being a pupil a member of staff may complete the form on their behalf. The pupil should read what has been written, agree the contents and sign it.)*

Step 1: First Warning

The headteacher or deputy headteacher will speak to the person or persons perpetrating such an incident privately. (However, they may wish to have someone with them). It will be put to the person 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. The headteacher may write to the adult(s) informing them that this conduct is unacceptable.

Repeated incidents of low level intimidation where staff are made to feel uncomfortable or intimidated and have been recorded on 'concerns' reports may, cumulatively be considered enough of a concern to move to step 1 in these proceedings.

Step 2: Final Written Warning

If a second incident occurs (or of low level intimidation continues) involving the same person or persons, the Chair of Governors 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 involve the local authority (LA) and / or the police regarding potential prosecution or removal by the police. The process may be accelerated according to the level of behaviour.

Step 3: Local Authority Ban Letter

If such an incident recurs, or if an initial incident is considered serious enough by the headteacher, the LA would be consulted for advice when consideration is being made by the Governors to enforce any action deemed necessary. This may result in a person or persons having their licence to enter school premises removed. The Governors may consider taking legal action to enforce a ban. Therefore an assurance will need to be sought from members of the school community who witnessed the offence that they will be prepared to give evidence in court should the need arise.



Step 4: Involvement of the Local Authority and Police

If, following a decision to remove the licence for a person to enter school premises, that person nevertheless persists in entering school premises and causes a nuisance or disturbance, such a person may be removed from the school premises as a trespasser and prosecuted under Section 547 of the Education Act 1996. They may also be charged with an offence under the Public Order Act 1986 or other such legislation.

All parents, even if their licence to enter school premises has been removed, following action by the Governors, have a right to be informed about their child's educational progress. This will be achieved through a meeting with the other parent or through a written report.

Equal Opportunities and Diversity

All staff, regardless of family background, gender (natural or reassigned), race, ethnicity, nationality, age, ability or disability, sexual orientation, physical appearance, social background, special educational need, religious or cultural background have the right to feel valued and safe at our school. All parents/carers will, likewise, be treated equally and this policy will be implemented consistently.

Reviewed November 2018