

**School Crisis Management: Physical Assault on Pupils or School Personnel**

<b>Date</b>	<b>Review Date</b>	<b>Coordinator</b>	<b>Nominated Governor</b>
<b>14 October 2020</b>	<b>14 October 2021</b>	<b>Sean Flood Daniel Duncalf</b>	<b>Paul Mokewenye</b>

We believe this policy should be a working document that is fit for purpose, represents the school ethos, enables consistency and quality across the school and is related to the following legislation:

- Offences Against the Persons Act 1861
- Criminal Damage Act 1971
- Local Government Act 1972
- Health and Safety at Work Act 1974
- Employers' Health and Safety Policy Statements (Exception) Regulations 1975
- Safety Representatives and Safety Committees Regulations 1977
- Criminal Justice Act 1988
- Offensive Weapons Act 1996
- Education Act 1996
- Management of Health and Safety at Work Regulations 1999
- Health and Safety (Consultation with Employees) Regulations 1996
- Protection from Harassment Act 1997
- Crime and Disorder Act 1998
- Education (School Premises) Regulations 1999
- Violent Crime Reduction Act 2006
- Equality Act 2010
- School Premises (England) Regulations 2012
- Schools (Specification and Disposal of Articles) Regulations 2012
- Reporting of Injuries, Diseases and Dangerous Occurrences Regulations 2013

The following documentation is also related to this policy:

- Behaviour and Discipline in Schools - A guide for Headteachers and School Staff (DfE)
- Guidance on the Use of Restrictive Physical Interventions for Pupils with Severe Behavioural Difficulties (DCSF)
- Safer School Partnerships Guidance (DCSF)
- Screening, Searching and Confiscation - Advice for Headteachers, Staff and Governing Bodies (DfE)
- Use of Reasonable Force - Advice for Headteachers, Staff and Governing Bodies (DfE)
- Equality Act 2010: Advice for Schools (DfE)
- Managing for Health and Safety (HSE)
- Race Disparity Audit - Summary Findings from the Ethnicity Facts and Figures Website (Cabinet Office)

We have in place a series of set procedures to deal with any incident occurring within or outside the school boundary that poses a risk or potential risk to the well being of pupils, school personnel, parents, visitors or contractors.

We recognise our responsibilities under the Health and Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999. We will take all reasonably practicable steps to provide and maintain safe and healthy working conditions, equipment and

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systems of work for all pupils, school personnel and visitors to the school. We have in place set procedures to deal with the following critical incidents:

- Arson attack
- Asbestos disturbance
- Bomb threat
- Chemical or biological contamination
- Communicable or Infectious Diseases
- Dangerous weapons in school
- Evacuation of the School Building
- Flooding
- Gas Leak
- Child Gone Missing
- Outbreak of Fire
- Physical Assault
- Re-Occupation of the School Building
- School Security
- Severe Storm
- Severe Weather Warning
- Suspicious Mail
- Theft of School Money
- Uncollected Child
- Vandalism and Violent Intrusion
- Flu Pandemic
- Road Accident
- Swimming Accident

We believe it is vital to prepare school personnel for all eventualities and, therefore, periodic emergency training will take place for a variety of scenarios that identify potential hazards and demonstrate the existing control measures that we have already in operation. All training will be evaluated and plans changed and updated in line with any new identified potential risks.

We are aware that under the Civil Contingencies Act 2004 that in the event of an emergency the local authority has a duty to provide advice on how schools can recover and continue to function as normal. Therefore, after discussion with the local authority we have in place recovery plans for any such emergency.

We wish to work closely with the School Council and to hear their views and opinions as we acknowledge and support Article 12 of the United Nations Convention on the Rights of the Child that children should be encouraged to form and to express their views.

We as a school community have a commitment to promote equality. Therefore, an equality impact assessment has been undertaken and we believe this policy is in line with the Equality Act 2010.

We all have a responsibility to ensure equality permeates in to all aspects of school life and that everyone is treated equally irrespective of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex and sexual orientation. We want everyone connected with this school to feel safe, secure, valued and of equal worth.

We believe it is essential that this policy clearly identifies and outlines the roles and responsibilities of all those involved in the procedures and arrangements that is connected with this policy.

### Aims

- To have in place set procedures that deal with incidents which threaten the health and safety of pupils, school personnel, parents, visitors and contractors.

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- To undertake periodic emergency training based on a variety of scenarios that identify potential hazards and demonstrate the existing control measures that we already have in operation.
- To work closely with the police and emergency services.
- To work closely with the local authority.
- To ensure compliance with all relevant legislation connected to this policy.
- To work with other schools and the local authority to share good practice in order to improve this policy.

## Procedure

## Role of the Governing Body

The Governing Body has:

- in place a critical incident management team comprising of the Headteacher, the Chair of Governors, the Health and Safety Coordinator, members of the Senior Leadership Team, premises manager and school business manager;
- appointed the Headteacher to be the School Crisis Manager (SCM);
- appointed the Deputy Headteacher as the Deputy School Crisis Manager;
- delegated powers and responsibilities to the Headteacher to ensure all school personnel and stakeholders are aware of and comply with this policy;
- responsibility for ensuring funding is in place to support this policy;
- make effective use of relevant research and information to improve this policy;
- responsibility for ensuring this policy and all policies are maintained and updated regularly;
- responsibility to inform parents that we have in place a series of procedures that deal with any incident occurring within or outside the school boundary that poses a risk or potential risk to the well being of pupils, school personnel, parents, visitors or contractors;
- the responsibility of involving the School Council in:
  - helping to determine this policy;
  - discussing improvements to this policy during the school year;
  - organise surveys to gauge the thoughts of all pupils;
  - reviewing the effectiveness of this policy with the Governing Body
- nominated a link governor to:
  - visit the school regularly;
  - work closely with the Headteacher;
  - ensure this policy and other linked policies are up to date;
  - ensure that everyone connected with the school is aware of this policy;
  - attend training related to this policy;
  - report to the Governing Body every term;
  - annually report to the Governing Body on the success and development of this policy.
- responsibility for the effective implementation, monitoring and evaluation of this policy.

## Role of the Headteacher

The Headteacher:

- will act as the SCM and will lead the Crisis Management Team (CMT);
- has identified and put into operation the following control measures:
  - The Security policy outlines excellent day time security arrangements to ensure the safety of pupils, school personnel, visitors and contractors.
  - School personnel are trained in security procedures on induction and refresher training takes place every two years.
  - The School Handbook and the school website outline school security procedures that parents must abide by. Updated September 2020.
  - Pupils are constantly reminded of what day time procedures are in place.
  - School personnel are trained in personal safety techniques and how to deal with assaults.
  - All school personnel are issued with and trained in the use of personal alarms, mobile phones and how they should be used in the event of an assault.
  - CCTV is in place in high risk areas of the school site.
  - The Lone Working policy outlines procedures for school personnel.
  - Reviews take place after an assault has taken place.
  - After any review the school Anti-Violence policy is updated and new risk assessments are undertaken.
  - Monitoring and review procedures are in place to ensure safe procedures continue.
- organised periodic school crisis management training for all school personnel that deals with incidents that pose a risk or potential risk to the well being of the school community;
- ensure all school personnel, pupils and parents are aware of and comply with this policy;
- make effective use of relevant research and information to improve this policy;
- monitor the effectiveness of this policy by speaking with pupils, school personnel, parents and governors;
- annually report to the Governing Body on the success and development of this policy.

## Role of School Personnel

School personnel will:

- comply with all aspects of this policy
- undertake appropriate training;
- take part in simulation exercises;
- study the set procedures dealing with any critical incident as set out in the Staff Handbook;
- be aware of all other linked policies;
- maintain high standards of ethics and behaviour within and outside school and not to undermine fundamental British values;
- implement the school's equalities policy and schemes;
- report and deal with all incidents of discrimination;
- attend appropriate training sessions on equality;

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- report any concerns they have on any aspect of the school community.

### Raising Awareness of this Policy

We will raise awareness of this policy via:

- the School Handbook/Prospectus;
- the school website;
- the Staff Handbook;
- meetings with school personnel;
- communications with home such as weekly newsletters and of end of half term newsletters;
- reports such annual report to parents and Headteacher reports to the Governing Body.

### Training

All school personnel:

- have equal chances of training, career development and promotion
- receive training on induction which specifically covers:
  - All aspects of this policy
  - Health and safety
  - Safeguarding and child protection
  - Risk Management and Assessment
  - Personal safety training
  - School security procedures
  - Dealing with intruders
  - Lone workers
  - Positive handling (restraint of pupils)
  - Accidents and emergencies
  - Medical and first aid
  - Equal opportunities
  - Inclusion
- receive periodic training so that they are kept up to date with new information
- receive equal opportunities training on induction in order to improve their understanding of the Equality Act 2010 and its implications.

### Equality Impact Assessment

Under the Equality Act 2010 we have a duty not to discriminate against people on the basis of their age, disability, gender, gender identity, pregnancy or maternity, race, religion or belief and sexual orientation.

This policy has been equality impact assessed and we believe that it is in line with the Equality Act 2010 as it is fair, it does not prioritise or disadvantage any pupil and it helps to promote equality at this school.

### Race Disparity Audit

We acknowledge the findings of the Race Disparity Audit that clearly shows how people of different ethnicities are treated across the public services of health, education, employment and the criminal justice system.

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The educational section of the audit that covers: differences by region; attainment and economic disadvantage; exclusions and abuse; and destinations, has a significant importance for the strategic planning of this school.

### Monitoring the Implementation and Effectiveness of the Policy

The practical application of this policy will be reviewed annually or when the need arises by the coordinator, the Headteacher and the nominated governor.

A statement of the policy's effectiveness and the necessary recommendations for improvement will be presented to the Governing Body for further discussion and endorsement.

<b>Headteacher:</b>	Sean Flood	<b>Date:</b>	October 14 2020
<b>Chair of Governing Body:</b>	Paul Mokwenye	<b>Date:</b>	October 14 2021