



Atlantic Centre of Excellence Multi Academy Trust

VISITORS POLICY - MANAGING VIOLENT AND ABUSIVE VISITORS

Date Adopted: 13 October 2017
Date to be Reviewed: Autumn Term 2022

Statement of Principles

ACE Trust encourages close links with parents and the community. It believes that pupils benefit when the relationship between home and school is a positive one.

The vast majority of parents, carers and others visiting our academies 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 Board of Directors 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. 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.

Types of behaviour that are considered serious and unacceptable and will not be tolerated:

- shouting at members of the school staff, either in person or over the telephone
- physically intimidating a member of staff (e.g. standing very close to her/him)
- the use of aggressive hand gestures
- threatening behaviour
- shaking or holding a fist towards another person
- swearing
- pushing
- hitting (e.g. slapping, punching and kicking)
- spitting
- breaching the school's security procedures

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

Unacceptable behaviour may also result in the employing body and the police being informed of the incident.

Procedure

If a visitor behaves in an unacceptable way towards a member of the school community, the Headteacher will seek to resolve the situation through discussion and mediation. If it is appropriate, the Trusts Complaints Policy will be followed.

Where all relevant procedures have been exhausted and aggression or intimidation continue, or where there is an extreme act of violence, a visitor may be banned by the Headteacher from the school premises for a defined period of time.

In imposing a ban, the following steps will be taken:

1. The visitor will be informed, in writing, that they are banned from the premises, subject to review, and what will happen if the ban is breached eg that Police involvement or an injunction application may follow
2. Where an assault has led to a ban, a statement indicating that the matter has been reported to the Trust and the Police will be included
3. The Chair of Governors will be informed of the ban
4. Where appropriate, arrangements for pupils being delivered to and collected from the school gates will be clarified.

Conclusion

The Trust may take action where behaviour is unacceptable or there are serious breaches of a the Home-School Agreement or health and safety legislation.