

One Degree Academy

Parent and Visitor Conduct Policy

Lead	JAD
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INTRODUCTION

The vast majority of parents, carers and other visitors to our school are supportive of the school, its teachers, other members of staff, its students, their parents and other visitors, and act in a reasonable way, ensuring that the school is a safe, orderly environment in which students can learn.

Occasionally, however, a negative attitude is expressed in an aggressive, verbally abusive or physically abusive way towards these members of the school community which is unacceptable and will not be tolerated.

The school requires its teachers and other members of staff to behave professionally in these difficult situations, attempting to defuse the situation wherever possible, and to seek the involvement of other members of staff as appropriate. However, all teachers and members of staff have the right to work without fear of harassment, violence, intimidation or abuse.

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 and will not be tolerated.

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

- shouting, either in person or over the telephone;
- using intimidating language or behaviour;
- using threatening language or behaviour;
- using abusive language or behaviour;
- using insulting language or behaviour;
- using aggressive or offensive hand gestures;
- shaking or holding a fist towards another;
- swearing;
- pushing, shoving or jostling;
- hitting, slapping, punching or kicking;
- spitting;
- using intimidating, threatening, abusive, insulting or aggressive language or behaviour in social media or electronic communication
- any other behaviour likely to cause anybody witnessing it (including the recipient) alarm, distress or to fear that violence may be used against them or others.

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

PERMISSION TO ENTER AND BE ON THE SCHOOL'S PREMISES

Parents have “implied permission” to enter and be on the school’s premises for reasons relating to their child / children’s education. This means that parents are welcome to come to the school to drop off and collect their children on foot, to speak to teachers and other members of staff about their children, or for meetings, parents’ evenings and social events. Parents do not have a legal right to enter or be on the school’s premises without a good reason.

In education law, the term “parent” includes the natural or adoptive parents of a student, as well as a non-parent with care of a student and a non-parent with parental responsibility of a student. For the purposes of this policy only, the term “parent” will also include a non-parent who does not have care of or parental responsibility for a student, but who is involved in looking after a student on a regular basis (for example, a childminder, non-resident partner of a parent or relative who takes the student to or from school, is involved with the care of the student in some other way, or a person whose emergency contact number we have been provided with).

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

The school has the right to withdraw the “implied permission” for a parent or visitor to enter or be on the school’s premises if their behaviour while they were previously on the school’s premises was unacceptable. The withdrawal of the “implied permission” will be effective as soon as the parent or other visitor has been told that they must leave and are prohibited from returning, and will be confirmed in writing if the home address is known. The full procedure that the school will follow is outlined in further detail below.

Once the “implied permission” has been withdrawn, entering the school’s site will be trespass and the school will ask the police to remove the parent or visitor immediately. If the parent or visitor causes a nuisance or disturbance while they are on the school’s premises, they may also be prosecuted in the criminal courts under Section 547 of the Education Act 1996, be liable to pay a fine and have a criminal conviction recorded against them.

Where a parent has had their “implied permission” to enter and be on the school’s premises withdrawn, the school will, in appropriate cases, make alternative arrangements for the parent’s children to be dropped off and collected from the school, and in relation to parents’ evenings and other meetings.

OTHER CRIMINAL OFFENCES

In addition to the criminal offence under Section 547 of the Education Act 1996 outlined above, unacceptable behaviour by a parent or visitor can also amount to several other forms of criminal offence. Some of these criminal offences are listed below:

- **Common Assault**
This is committed when a member of the school community has been assaulted and no injury or very minor injuries have been caused. The offence is more serious if it is racially aggravated by the words or behaviour used just before or during the assault.
- **Assault occasioning Actual Bodily Harm**
This is committed when a member of the school community has been assaulted and slightly more serious injuries have been caused falling short of fractures or deep wounds. The offence is more serious if it is racially aggravated by the words or behaviour used just before or during the assault.
- **Grievous Bodily Harm**
This is committed when a member of the school community has been assaulted and

serious injuries have been caused such as fractures or deep wounds. The offence is more serious if it is racially aggravated by the words or behaviour used just before or during the assault, and there are two forms of the offence; intention to cause the injury (the more serious of the two) and being reckless as to causing the injury.

- **Public Order Offences**

This group of offences are committed when a parent or visitor has used threatening, abusive or insulting words or behaviour likely to cause harassment, alarm or distress; or likely to cause fear of violence; or with intent to cause fear of violence; or using or threatening unlawful violence likely to make those witnessing the incident fear for their safety.

- **Criminal Damage**

This is committed when a parent or visitor has destroyed or damaged property belonging to the school or a member of the school community, intending to do so or being reckless as to doing so. The offence is more serious where the damage was caused by fire, or there was an intention or recklessness as to endangering life.

- **Possession of an Offensive Weapon or Bladed Article on School Premises**

This is committed when a parent or visitor enters the school's premises with a knife or an offensive weapon. It does not matter if the parent or visitor intended to use the knife or weapon.

Where the school believes that a parent or visitor's conduct would amount to a criminal offence, the school will 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 decision to withdraw "implied permission" will be made by the Head of School or, in the Head of School's absence from school, the Deputy Head of School.

STAGE 1 - WARNING FROM THE HEAD OF SCHOOL BEFORE IMPLIED PERMISSION WITHDRAWN

Where a parent or visitor has behaved in a way which is unacceptable to the school for the first time, the school may decide to issue 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. This may take the form of a verbal warning and may not be in writing. The Head of School or senior member of staff will communicate to the parent or visitor and confirm the warning and the consequences of failing to heed it.

However, where the unacceptable behaviour is serious 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 HEAD OF SCHOOL WITHDRAWING IMPLIED PERMISSION

Where a parent or visitor has already received a warning under Stage 1 and has behaved in an unacceptable way again, or where a parent or visitor has engaged in conduct deemed unacceptable for the first time 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 Head of School will send a letter to the parent or visitor confirming the withdrawal of their “implied permission” and the consequences of failing to comply.

The parent or visitor will be invited to provide written comments within ten school days of the date of the letter. By the tenth school day from the date of the letter, the Head of School will review the 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) and the reasons for it.

STAGE 3 - REVIEW OF DECISION

The Head of School will, within ten school days of the date of the letter notifying the parent or visitor of the 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 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 including whether the parent or visitor has expressed remorse or contrition.

The Head of School will consider whether, with the benefit of hindsight, the decision, made in the immediate aftermath of the incident, was justified; whether, although the decision was justified at the time, the withdrawal of “implied permission” for a period of ten school days is sufficient to serve as a warning and to allow the parent or visitor time to reflect upon their past and future behaviour; or whether the decision was entirely justified and should be confirmed for further review at a later date.

The Head of School will write to the parent or visitor confirming whether the decision of the Head of School has been confirmed or revoked, stating their reasons.

Where the decision has been confirmed, the letter will confirm the date of the next review, which will be for a fixed period or until the last day of the term, period, or any other date at the Head of School’s discretion.

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 Head of School will already be in possession of.

REVIEW OF DECISION

At the review date, the banned individual will be invited to make written representations and to attend a review meeting (accompanied by a friend or relative if required) with the Head of School or a panel of Governors/police representative (this may take place away from the school site if appropriate).

The Panel will review the ban and consider whether to lift it, make it permanent or continue it for a specified period.

The Head of School may remove the ban at any time prior to the review date if appropriate resolution has been achieved. Any ban imposed will not prevent or affect the outcome of the school's investigation into any complaints raised by the individual concerned. These will be handled as per the school's Complaints Policy/Procedure.

PROHIBITING THIRD PARTIES FROM ENTERING AND BEING ON SITE

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.

Although third parties do not have "implied permission" to enter and be on the school's premises, for the avoidance of doubt, where the address of the third party is known, the Head of School will write to the third party warning them of the consequences of reappearing on the school's premises.

PUBLICATION AND REVIEW

This policy will be reviewed every 3 years by the Governing Body.

THE SCHOOL'S PREMISES

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