The Bourne Partnership

Hadlow Primary and Shipbourne Primary

Visitor, Parent and Carer Expectations Policy

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Introduction and Scope

In December 2012 the DfE issued ***"Advice on school security: Access to, and barring of individuals from, school premises".*** *The Advice states* ***"School premises are private property and parents will generally have permission from the school to be on school premises. However, in cases of abuse or threats to staff, pupils or other parents, schools may ban parents from entering the school."***

"Schools are private places. The public has no automatic right of entry. Parents of enrolled pupils have an 'implied licence' to come onto the school premises at certain stated times. It is for schools to define and set out the extent of such access. Parents exceeding this would be trespassing."

The Advice sets out quite clearly that ***"A school may consider that aggressive, abusive or insulting behaviour, or language from a parent presents a risk to staff or pupils. It is enough for a member of staff or a pupil to feel threatened. In such a circumstance, schools have a power in common law to ban the parent from the premises."***

(**The term 'Carer' used in this policy is the collective name for ALL individuals or groups that provide out of school support or care for children at The Bourne Partnership including, relatives, friends, guardians, child care providers, child minders etc.)**

Within The Bourne Partnership (Hadlow and Shipbourne Primary Schools) we believe that all staff, visitors, parents, carers and children (our community) are entitled to a happy, safe, protective and exciting environment in which to learn and work. Therefore, behaviour that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the partnership and **will not**, under any circumstances, be tolerated.

The Bourne Partnership reserves the right to withdraw permission for parents, carers and visitors to be on or around school premises (including car parks, school drive and alleyway and passageways) if it is considered that the safety and well-being of the school community is at risk.

Aims

- That all members of The Bourne Partnership community treat each other with respect.
- All adults within the community of The Bourne Partnership are positive role models.
- All adults within the community of The Bourne Partnership fully support and follow the policies, procedures and guidance published on the schools' websites, in newsletters and within general communications.

Role Models

Children learn a lot through imitation. In their early years, children will imitate their parents and other family member. It therefore remains very important to model how you speak (including what you say), behave and treat other human beings in a positive, respectful manner. If parents or carers behave disrespectfully, aggressively or insensitively, then their children will think that it is acceptable to do the same.

Expectations

We expect:

- Adults to set a good example to **all** children at all times, modelling how to get along with all members of the school and the wider community.
- Adults to fully support all school rules and expectations and reinforce and model this support to their children.

- That no one in our community is victimised, subjected to abusive behaviour or open to threats from other adults on or around the school premises (including the car park, school drive and alleyway) or via messaging and social media.
- That physical attacks, threatening behaviour, abusive or insulting language (verbal or written), towards any member of our community or other users of the schools' premises will not be tolerated under any circumstances and will result in swift decisive action being taken

Guidelines

Listed below, are the types of behaviour that are considered serious and unacceptable and therefore will not be tolerated towards any member of the school community.

- Shouting, either in person or over the telephone
- Inappropriate posting on social networking sites which could bring the schools or their staff into disrepute or be deemed as bullying
- Speaking in an aggressive/threatening tone
- Physically intimidating, e.g. standing very close
- The use of aggressive hand gestures/exaggerated movements
- Physical threats
- Shaking or holding a fist towards another person
- Swearing
- Pushing
- Hitting e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments
- Stealing or attempting to steal from the school or another person
- Damaging or attempting to damage school, staff or pupil property

This is not an exhaustive list but seeks to provide illustrations of such behaviour. Please note that the Chair of Governors will be fully informed of all incidents. Unacceptable behaviour may also result in the local authority and police being informed of the incident.

Any pupil, staff member, volunteer or invited to the school will be advised to contact the police should they, their family or property be threatened or abused by a parent, carer or visitor whilst on the school site, including near to the site when dropping off or picking up a child. Such contact will be confidential and the school is under no obligation to inform any involved parties that police contact has taken place. The school cannot be held responsible for any police action which occurs as a result of this contact.

Persons Causing Nuisance / Disturbance on School Premises
Section 547 of the Education Act 1996

School premises are private property and parents, carers and visitors have been granted permission from The Bourne Partnership to be on school premises. However, in the case of abuse or threats to staff, pupils, other parents, carers or visitors to The Partnership schools, a ban from entering the premises may be imposed.

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

1. The perpetrator will be informed, in writing, that she/he is banned from the premises, subject to review, and what will happen if the ban is breached, e.g. 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 **local authority** and the **police** will be included.

3. The Chair of Governors/LA will be informed of the ban.
4. Where appropriate, arrangements for pupils being delivered to, and collected from the school gate will be clarified. The Bourne Partnership are **not** responsible for organising arrangements for children in these circumstances. Parents will need to provide alternative arrangements for bringing children into school.

It is also an offence under section 547 of the Education Act 1996 for any person to cause a nuisance or disturbance on school premises. **The police may be called to assist in removing the person concerned.**

Harassment

In the **Protection from Harassment Act 1997** it states that:
'A person must not pursue a course of conduct which amounts to harassment of another and which he knows or ought to know amounts to the harassment of the other'
Harassment is considered to be unwelcome comments (written or spoken) or conduct which:

- Violates an individual's dignity; and/or
- Creates an intimidating hostile, degrading humiliating or offensive environment

Harassment includes violence, threats, abuse and damage to property. It can also involve verbal abuse and name calling, offensive graffiti or post and can be received via text message, e-mails or social networking sites (cyber-bullying). Harassment is deemed to have taken place if there are at least two incidents initiated by the same person or group of people.

Harassment is a criminal offence - If you feel that you are being harassed via, phone text messaging or social media please ensure you save and/or screen shot any evidence and seek advice. You may want to come and speak to a member of staff at school in the first instance and we will help direct you to the right organization e.g. The Police, PCSO, Citizen's Advice Bureau or Local Authority.

Inappropriate use of Social Networking Sites

Expectations regarding the safe and responsible use of social media will apply to **all** members of The Partnership community, and exist in order to safeguard both the school and the wider community, on and offline. Examples of social media may include blogs, wikis, social networking sites, forums, bulletin boards, multiplayer online gaming, apps, video/photo sharing sites, chatrooms, instant messenger and many others.

- All members of The Bourne Partnership community are expected to engage in social media in a positive, safe and responsible manner at all times.
- Care should be taken not to publish specific and detailed private thoughts, concerns, pictures or messages on any social media services, especially content that may be considered threatening, hurtful or defamatory to others.
- Pictures/photographs of pupils **must not** be published online unless appropriate parental consent is granted
- Cyber-bullying and any attempt to use the social network to publicly humiliate another child or adult will be dealt with as a serious incident of school bullying

- Concerns regarding the online conduct of any member The Bourne Partnership community on social media sites should be raised through the appropriate channels by speaking to the class teacher, Senior Leader, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- The schools reserve the right to take any action necessary, including informing the Police, to ensure that all members of The Bourne Partnership community are not subjected to any form of abuse.

Monitoring and Review

This policy was written by the Headteachers and will be reviewed annually. Its implementation will be monitored by the Chair of Governors with the support of the full board.