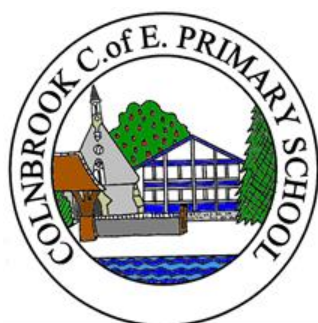


# The Slough and East Berkshire C. of E.

## Multi Academy Trust

### Colnbrook C. of E. Primary School



## Procedure for Incidents with Parents/Carers or Visitors to the School

Owner:	SLT
Date Reviewed:	23/03/2023
Date Policy to be reviewed:	March 2025

***"Be strong and courageous. Do not be afraid; do not be discouraged, for the Lord your God will be with you wherever you go." Joshua 1:9***

#### **Our Vision Statement**

**At Colnbrook we want to grow young people who believe in themselves so they are confident and courageous and not discouraged from their path. They are resilient when faced with challenge. We want our pupils to believe in each other and to feel supported; never alone on their journey.**

**Our pupils will have the strength of character to set themselves aspirational goals in learning and life. They will achieve their best and create their own inspirational story and memories.**

These values are at the heart of everything we do here at Colnbrook Church of England Primary School. They reflect the qualities that staff and governors want the children to develop and display in all that they do.

Aspiration, Resilience, Respect, Responsibility, Community, Compassion.

## **1. Statement of Principles**

The ethos of Colnbrook C. of E. Primary School encourages close links with parents and the community. The staff and governors believe that pupils benefit when the relationship between home and school is a positive one.

The vast majority of parents, carers and others visiting our school 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 governing body 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. However, 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.

## **2. Behaviour**

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

- Shouting at members of the school staff, parents or children, either in person or over the telephone;
- Physically intimidating a member of staff, parent or child 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;
- Using abusive/offensive language;
- Pushing;
- Hitting, e.g. slapping, punching and kicking;
- Spitting;
- Racist, sexist, homophobic or transgender comments;
- Breaching the school's security procedures;
- Approaching pupils out of school regarding incidents that occur in school.

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

**Unacceptable behaviour may result in the local authority and the police being informed of the incident.**

## **3. Procedure to be followed**

If a parent, carer or visitor behaves in an unacceptable way towards a member of the school community, the Headteacher or appropriate senior staff will seek to resolve the situation through discussion and mediation. If the unacceptable behaviour continues, the meeting, phone call or conversation will be terminated and the visitor will be asked to leave the premises. If necessary, the school's complaints procedures should be followed. Where all procedures have been exhausted and aggression or intimidation continue, or where there is an extreme act of violence, a parent or

carer may be banned by the Chair of Governors from the school premises for a period of time, subject to review as defined in section 547 of the Education Act (1996). In imposing a ban, the following steps will be taken:

1. The school may in the first instance warn the parent that they are minded to ban them and seek reassurance about future behaviour. If reassurance is not forthcoming, then the school will proceed as in 2 below including details of how long the ban will last. Depending on the severity of the incident, the school may impose an immediate ban as in 2 below.
2. The parent/carer 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.
3. 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.
4. Where appropriate, arrangements for pupils being delivered to, and collected from, the school gate will be clarified.

### **Conclusion**

If a parent/carer/visitor is intimidating, threatening or aggressive towards any member of the school community any interaction will be terminated immediately and the person will be instructed to leave the premises. Further action may be taken by the school.

The Academy itself may take action where behaviour is unacceptable or there are serious breaches of our home-school code of conduct or health and safety legislation.

In implementing this policy, the school will, as appropriate, seek advice to ensure fairness and consistency.