



## **Parental Behaviour Policy**

### **Rationale**

At The Anthony Roper Primary School, we believe staff, parents and children are entitled to a safe and protective environment in which to learn and work. Behaviour that causes harassment, alarm or distress to users of the premises is contrary to the aims of the school.

### **Aim**

Our aim is that all members of the school community treat each other with respect.

### **Expectations**

- That all adults will set a good example to children at all times, demonstrating how to get along with other members of the school and the wider community;
- That no member of staff, parent or child will be subject to abusive behaviour from other adults on the school premises or through on-line activity.

### **Zero Tolerance**

At The Anthony Roper School, we operate a 'zero tolerance' approach to the use of inappropriate behaviour anywhere on the school site.

Physical attacks, threatening behaviour, or abusive and insulting language (verbal or written) to any member of the school community or visitor to the school will not be tolerated. Such behaviour will result in withdrawal of permission to be on school premises.

### **Guidelines:**

The following types of behaviour are unacceptable and will not be tolerated towards any member of the school community. The list below is designed to be illustrative: it is not exhaustive.

- Shouting, either in person or over the telephone
- Offensive posting on Social Networking sites which brings the school into disrepute or which could be deemed as bullying
- Speaking in an aggressive or threatening tone
- Physically intimidating behaviour, e.g. standing very close
- The use of aggressive hand gestures/exaggerated movements
- Physical threats
- Shaking or brandishing a fist at another person
- Swearing
- Pushing
- Hitting e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments including sexual innuendo.

## Our Parental Behaviour Policy states:

That, within the confines of the school, all members of the school community should treat each other with respect. Accordingly, adults will be expected to set a good example to children at all times, showing them how to get along with other members of the school and the wider community. No member of staff, parent or child should suffer abusive behaviour from other adults.

All staff and governors agree that any adult found to be using inappropriate behaviour towards other adults or children should be dealt with using the following steps:

### Consequences and Procedures

Inappropriate behaviour by a parent towards a child.	The parent will be spoken to immediately and the issue investigated by a school leader. This will be reported to the Headteacher and recorded. The adult will receive a warning letter.
Inappropriate behaviour by a parent towards another parent.	The parent should report this to a member of staff or a school leader. The offending parent/s will be spoken to as soon as possible after the incident and reminded that we have a zero tolerance of inappropriate behaviour. A letter will be given to the parent/s. This warns a parent that if such behaviour recurs they could be banned from the school site under section 547 of the Education Act 1996.
Inappropriate behaviour by a parent towards a member of staff..	This should be reported immediately to a member of the Senior Leadership Team. This will be investigated as soon as possible and the member of staff will be informed of the action taken. The parent/adult will be spoken to and given a warning letter. This warns a parent/s that if such behaviour recurs they could be banned from the school site under section 547 of the Education Act 1996.
Inappropriate use of social media or mobile telecommunications by a parent.	The parent will be spoken to as soon as possible and reminded that we have zero tolerance policy of inappropriate behaviour. The issue will be investigated by a school leader and reported to the Headteacher and recorded. A warning letter will be given to the parent. Any necessary 'report abuse' actions will be taken. The parent will be required to remove the content.
Recurring inappropriate behaviour.	If a parent/s continues to use inappropriate behaviour, they will be referred to the Policy for Parental Behaviour. This indicates how antisocial behaviour, when not corrected, can lead to interviews with the HT and Governors. This can then lead to a ban from the school site under section 547 of the Education Act 1996

**\*\*For 'parent' read for any adult who accompanies children onto the school site.**

**Depending on the circumstances of the individual incident, these procedural steps may be amended at the discretion of the governing body.**

**The school reserves the right to go straight to a ban where the circumstances are sufficiently serious in the school's view.**

## **Trespassers**

Under section 547 (*Persons Causing Nuisance/Disturbance on School Premises*) of the Education Act 1996, school premises are private property to which parents are granted access by the school. It is an offence under this section for any person (including a parent) to cause a nuisance or disturbance on school premises. In cases of abusive behaviour, the school may ban offenders from entering school premises and, if necessary, the police may be called to assist in removing the person concerned.

All such incidents will be logged with the Chair of Governors. The legislation makes clear that schools are not responsible for organising arrangements for children in such circumstances and parents will need to provide alternative arrangements for bringing children into school.

## **Inappropriate use of Social Networking Sites:**

In recent times, there have been an increasing number of cases where social media websites have been used to fuel complaints against schools and, in some cases, against other parents or pupils. The Governing Body considers such use of social media websites unacceptable. Any concerns parents may have about such activity should be drawn immediately to the attention of the appropriate class teacher, the Headteacher or the Chair of Governors.

In the event that any pupil or parent at The Anthony Roper School is found to be posting libellous or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. The school expects that any such comments will be removed immediately.

In serious cases the school will also consider legal options to deal with misuse of social networking sites. One such matter would be any case of cyber bullying - the use of social networks by a child or parent to publicly humiliate another by inappropriate entries etc. We will view any such case as a serious incident of school bullying. Thankfully, such incidents are rare.

## **Responsibilities:**

It is the responsibility of the Head teacher and Governors to monitor and annually review this Parental Behaviour Policy.



## Incident Report Form

Relevant incidents include trespass, nuisance or disturbance on school premises, verbal abuse, sexual or racial abuse, threats, aggression, physical violence and intentional damage to property.

Where possible, the form should be completed before discussion between witnesses, as this might lead to allegations of collusion.

This form should be completed as fully as possible please, using a continuation sheet, if necessary. For any incident involving or witnessed by a pupil or parent/carer/visitor, a member of staff should complete the form on their behalf.

The completed form should be passed to the head teacher, for appropriate action and recording.

<b>Date of incident</b>		<b>Time of incident</b>	
<b>Name of person reporting</b>		<b>Date reported</b>	
<b>Member of staff recording</b>		<b>Date recorded</b>	
<b>Name(s) of person(s) causing incident</b> <i>(where name(s)is/are unknown, provide other details which may allow their identification)</i>			
<b>Status(es)</b> <i>(parents/carers/visitors/trespassers)</i>			
<b>Full description of incident</b> <i>(e.g. names of persons involved; location; nature of any injuries; attendance of emergency services)</i>			
<b>Name of any witnesses</b>			
<b>Status(es)</b>			
<b>Initial action/outcome</b> <i>(e.g. Informal conciliation, police intervention, warning or banning letter issued)</i>			
<b>Summary of subsequent actions taken by the school, including risk assessments</b>			
<b>Linked incidents</b> <i>(if any)</i>			



## MODEL LETTER FROM THE HEADTEACHER

### AGGRESSIVE BEHAVIOUR TOWARDS STAFF

Dear (Name)

I am writing to you following an incident that took place on ..... between yourself and staff at the above school. I find this behaviour unacceptable. **(Summarise what the unacceptable behaviour was)**. Not only was it distressing to me and the other staff involved, but also it was worrying for children and parents who witnessed it. I am also very concerned that a sudden deterioration in the relationship between you and the school will not help (name)'s progress.

Any parent who has serious concerns about the school should speak to me: if you are not satisfied with my response you may contact or write a letter of complaint to the Chair of the Governing Body. I recommend you continue to pursue your concerns about the school in this way.

Meanwhile, I must warn you that any repetition of what happened will lead to further action. This could involve your being prohibited from coming onto the school site and referral to the Local Authority or the Police, **with a view to criminal and/or civil legal proceedings being commenced against you.**

I hope that this will not be necessary.

Yours sincerely,

Headteacher

c.c. Chair of Governors

## **MODEL L.A. EXAMPLES of reasons to give:**

### **NOTICE OF WITHDRAWAL OF PERMISSION TO ENTER A SCHOOL SITE**

#### **1. Parent and staff member**

Dear

##### **Re: NOTICE OF WITHDRAWAL OF PERMISSION TO ENTER A SCHOOL SITE**

I am writing to you following an incident that took place on ..... between yourself and staff at the above school.

I understand that during the incident you were abusive, adopted an aggressive manner and made a number of threats. I further understand that despite being asked to do so, you refused to adopt a reasonable manner, in the presence of other children and parents, and refused to leave the premises until the police were called to the scene.

Kent County Council places great importance on the security of staff and pupils on school sites. In view of your unacceptable behaviour, I am writing to inform you that you no longer have permission to enter the school, or its grounds, without the permission of the headteacher until further notice. If you do, and cause a nuisance or disturbance, then the Police will be called to remove you. In addition, the Council will not hesitate to bring proceedings against you under the various sections of the appropriate Acts of Parliament as necessary.

If you do have any concerns about your child's education, you should telephone the school and request an appointment with staff to discuss them.

#### **2. Parent and pupil**

Dear

##### **Re: NOTICE OF WITHDRAWAL OF PERMISSION TO ENTER A SCHOOL SITE**

I am writing to you following an incident that took place on ..... I understand that you were abusive to pupils at the school gates.

The safety and welfare of all pupils is of paramount importance to the school and the Council and your behaviour during this incident was wholly unacceptable. I am, therefore, writing to inform you that you no longer have permission to enter the school, or its grounds, without the permission of the headteacher, until further notice. If you do, and cause a nuisance or disturbance, then the Police will be called to remove you.

#### **3. Trespassing**

Dear

##### **Re: NOTICE OF WITHDRAWAL OF PERMISSION TO ENTER A SCHOOL SITE**

I am writing to you following several incidents when you were apprehended on the site of ..... School.

I understand that you entered the school site on ..... You had no reason to do so and I am, therefore, informing you that you do not have permission to enter the school site in future. If you do, it will be considered that you are trespassing and the police will be called to remove you. In addition, the Council will consider bringing legal proceedings against you.

Staff at the school have been advised of the position and will not hesitate to call the Police and contact the Council if you enter the school site again.