



Colliers Green CofE Primary School

Colliers Green, Cranbrook, Kent. TN17 2LR

Document Control Sheet

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April 2023	Minor changes made to existing policy

Visitor and Parental Behaviour Policy

At Colliers Green CEP Primary School we believe that all staff, visitors, parents and children 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 school and **will not**, under any circumstances, be tolerated.

The school reserves the right to withdraw permission for parents and visitors to be on or around the school premises (including the car parking areas) if it is considered that the safety and well-being of the school community is at risk.

Aims

- That all members of the school community (including parents and visitors) treat each other with respect
- All adults within the community of Colliers Green CEP Primary School are positive role models

Role Models

Children learn a lot through imitation. In their early years, children will imitate their parents and other family members. It is therefore really important to model positive behaviour, how you speak and the words you say and demonstrate how to treat other human beings with respect. If parents or other adults in school behave badly, then children could think that it is acceptable to do the same.

Expectation

We expect:

- That adults 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.
- That no staff, parents or children are victimised, subjected to abusive behaviour or open to threats from other adults on or around the school premises (including the car parking areas) That physical attacks, threatening behaviour, abusive or insulting language (verbal or written), towards staff, governors, parents, carers, children and other users of the school premises will not be tolerated under any circumstances and will result in swift and decisive action being taken.

Guidelines

Listed below are the types of behaviour that are considered serious and unacceptable and 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 (e.g. Facebook, Instagram, Twitter etc.) which could bring the school 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

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 where relevant.

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

School premises are private property and parents have been granted permission from Colliers Green CEP Primary School to be on school premises. However, in case of abuse or threats to staff, pupils or other parents, the school may ban parents from entering school.

In imposing a ban the following steps will be taken:

1. 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.
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 and Local Authority will be informed of the ban
4. Where appropriate, arrangements for pupils being delivered to, and collected from the school gate will be clarified.

Colliers Green CEP Primary School is **not** responsible for organising arrangements for children in the above 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 (including a parent) 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 Colliers Green CEP Primary School community (including parents and visitors) 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 (Facebook, WhatsApp, Instagram etc.), forums, bulletin boards, multiplayer online gaming, apps, video/photo sharing sites, chatrooms, instant messenger and many others.

- All members of Colliers Green CEP Primary School community (including parents and visitors) 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 Colliers Green pupils **must not** be published online unless appropriate parental consent is granted.
- Cyber-bullying and any attempt to use a 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 of Colliers Green CEP Primary School community (including parents and visitors) on social media sites should be raised through the appropriate channels by speaking to the class teacher, Deputy Headteacher, the Headteacher or the Chair of Governors, so they can be dealt with fairly, appropriately and effectively for all concerned.
- See also the Colliers Green complaints policy.

The school reserves the right to take any action necessary, including informing the Police, to ensure that all members of the school community (including parents and visitors) are not subjected to any form of abuse.