

<b>Title</b>	Behaviour Policy for Members of the School Community
<b>Associated Policies</b>	<ul style="list-style-type: none"> <li>• Single Equality Policy (TPO/EO/01)</li> <li>• Complaints Policy (TPO/QA/02)</li> <li>• Social Media Policy (TPO/STA/20)</li> </ul>

REVIEWED: APRIL 2018

NEXT REVIEW: APRIL 2021

**1. Policy Statement**

- 1.1 The Brooke Weston Trust and its Academies believe staff, parents and children are entitled to a safe and protective environment in which to learn and work. Behaviour from parents, students, visitors or community users that will cause harassment, alarm or distress to users of the premises is contrary to the aims of the school.
- 1.2 In particular, to truly create the best outcomes for children it requires the relationship between home and school to be based on the principles of care, integrity, trust and mutual respect. The maintenance of this relationship is important to ensure that children are safe and not open to undue distress and anxiety.

**2. Who does this policy apply to?**

- 2.1 This policy applies to all parents/carers of students who attend a Brooke Weston Trust school, users of a school’s community facilities or other visitors to a Brooke Weston Trust school.

**3. Who is responsible for carrying out this policy?**

- 3.1 The implementation of this policy will monitored by the Academy’s Senior Leadership Team and governing body and remain under review by The Brooke Weston Trust (Health & Safety Committee).

**4. Aims of the policy**

- 4.1 For all members of the school community treat each other with respect.
- 4.2 **Expectations:**
  - 4.2.1 Adults set a good example to children at all times, showing them how to get along with all members of the school and the wider community.
  - 4.2.2 No members of staff, parents or children are the victims of abusive behaviour, open to threats or made to feel harassed or otherwise uncomfortable by other adults on the school premises.
  - 4.2.3 Physical attacks and threatening behaviour, abusive or insulting language verbal or written, to staff, governors, parents and carers, children and other users of the school premises will not be tolerated and will result in withdrawal of permission to be on school premises.
  - 4.2.4 Any parent who is asked to leave the school premises will have the right to appeal the decision by writing to the Chair of Governors.

**5. Procedures**

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

- 5.1 School premises are private property and parents and visitors have been granted permission from the school to be on school premises. However, where parents or visitors behave in a manner deemed to be inappropriate by the school, the parents or visitors may be banned from entering school.
- 5.2 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 once a ban is in place. The Police may be called to assist in removing the person concerned.

- 5.3 The 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.

**Guidelines**

- 5.4 Types of behaviour that are considered serious and unacceptable and will not be tolerated towards any member of the school community. This is not an exhaustive list but seeks to provide illustrations of such behaviour:

- Shouting, either in person or over the telephone
- Inappropriate posting on Social Networking sites which are abusive or inappropriate in the view of the school
- 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, sexist or homophobic comments
- Approaching and shouting at pupils or other parents on the playground under any circumstances
- Targeting a specific member of staff whilst on the academy premises or offsite

**Inappropriate use of Social Networking Sites**

- 5.5 Social media platforms are being used increasingly to fuel campaigns and complaints against schools, Principals, school staff, and in some cases other parents/pupils. The Principals and Governors of BWT Academies will consider the use of social media websites being used in this way as unacceptable and not in the best interests of the children or the whole school community.
- 5.6 Any concerns parents or visitors may have must be made in an appropriate manner through the school's complaints policy (TPO/QA/02).
- 5.7 In the event that any pupil or parent/carer of a child/ren being educated in a BWT Academy or a visitor of a BWT Academy is found to be posting inappropriate or defamatory comments on Facebook or other social network sites, they will be reported to the appropriate 'report abuse' section of the network site. All social network sites have clear rules about the content which can be posted on the site and they provide robust mechanisms to report contact or activity which breaches this. The school will also expect that any parent/carer or pupil or visitor removes such comments immediately. The school may also consider banning the parent or visitor from entering the school, or in the case of the pupil may consider disciplinary action in line with the school's behaviour policy.
- 5.8 In serious cases the school will also consider its legal options to deal with any such misuse of social networking and other sites.

**Police involvement**

- 5.9 Unacceptable behaviour may result in the Police being informed. The school reserves the right to take any necessary actions to ensure that members of the school community are not subjected to abuse.
- 5.10 Parents have the right of appeal by writing to the Chair of Governors within ten days of permission to enter the school premises being withdrawn.

**6. Policy Review**

- 6.1 This policy will be monitored as part of the Academy's annual internal review and reviewed on a three year cycle or as required by legislature changes.

**APPENDIX 1 – Procedure to address inappropriate behaviour by adults on the school site**

At Brooke Weston Trust we operate a ‘zero tolerance’ of the use of inappropriate behaviour\* on any of our school sites.

*\*Inappropriate behaviour means disrespectful conduct towards people or property within the school*

**Our Parental/Visitor Behaviour Guidance states that:**

1. That adults set a good example to children at all times, showing them how to get along with all members of the school and the wider community;
2. That no members of staff, parents or children are the victims of abusive behaviour, open to threats or made to feel uncomfortable by other adults on the school premises

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:

An adult behaves inappropriately towards another child.	The adult will be spoken to immediately and the issue investigated by a school leader. This will be reported to the Principal and recorded. Following investigating that upholds the complaint the adult will receive a letter to ban them from the school site.
An adult behaves inappropriately towards a parent.	The parent should report this to a member of staff or a school leader. The offending adult 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 adult which may warn the parent about their behaviour or ban them from the school site.
An adult behaves inappropriately 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 may be given a warning or banning letter.
Recurring inappropriate behaviour.	If a parent/adult continues to use inappropriate behaviour, when they are subject to a ban the school will consider further action including prosecution under section 547 of the Education Act 1996.

\*\*For ‘parent’ read for any adult who has care of the child and accompanies children onto the school site

\*\*For ‘adult’ read for any adult who is a visitor of the school or a user of the school’s community facilities

A pupil or parent/carer of a child is found to be posting inappropriate or defamatory comments on social media	This must be reported to the Principal of the Academy who will conduct an investigation, in collaboration with the Trust Director of IT and the Executive Principal. In all cases, they will be reported to the appropriate 'report abuse' section of the network site. Depending on the severity of the comments, outcomes of the investigation could include: <ul style="list-style-type: none"> <li>• No further action required</li> <li>• A letter will be given to the adult or child which may warn them about their behaviour or ban them from the school site</li> <li>• If subjected to a ban the school will consider further action including prosecution under section 547 of the Education Act 1996</li> </ul>
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