



Blessed Robert Sutton
Catholic Voluntary Academy

Policy for abusive or threatening behaviour on school premises

This policy explains the procedures followed to ensure the school is a safe place to work and learn

GDPR & Data Protection

Data will be processed in line with the requirements and protections set out in the UK General Data Protection Regulation

Numbers 6:24-26

The Lord bless you and keep you;
The Lord make His face shine upon you,
And be gracious to you;
The Lord lift up His countenance upon you,
And give you peace.

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|----------------|-----------------------|
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Blessed Robert Sutton is a Catholic school. Our mission is to work in partnership with parents and carers to provide a great Catholic education for all our young people.

Our mission statement is:

'Academic excellence, spiritual development and social awareness through Christ'

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Vision and Values of Blessed Robert Sutton Catholic Voluntary Academy

Blessed Robert Sutton is a Catholic school. Our mission is to work in partnership with parents and carers to provide a great Catholic education for all our young people.

Our mission statement is

'Academic excellence, spiritual development and social awareness through Christ'



This means:

- Inspiring and motivating young people to follow 'The Sutton Way' and achieve their full potential academically, spiritually, socially and in a full range of extra-curricular activities
- Developing in young people a deep knowledge and understanding of the Catholic faith
- Practising Gospel values (Work Hard. Be Kind. Do the right thing), such as forgiveness and helping those in need, within our school community and in society as a whole.

Our mission statement has been embedded across our school community and permeate all areas of school life.

This policy is to complement our vision and values.

Aim of the policy

- All members of the school community have a right to expect that their school is a safe place in which to work and learn.
- Violence, threatening behaviour and abuse against school staff or other members of the school community will not be tolerated. There should be zero tolerance of such behaviour within the school.
- Where such behaviour does occur, action will be taken to deal with the person or persons concerned.

Action to be taken if an incident occurs

- **Incident report**

If an incident involving violence, threatening behaviour or abuse does occur then an incident report form (Appendix 1) will be completed by the member of the school community against whom the abuse was directed. In the case of this being a student a member of staff may complete the form on their behalf. The student should read what has been written and agree the contents and sign it.

- **Step 1: Verbal warning**

The Headteacher will speak to the person or persons perpetrating such an incident privately. (However, they may wish to have someone with them). It will be put to the person that such behaviour is unacceptable and an assurance will be sought that such an incident will result in further more serious action being taken.

- **Step 2:**

Written warning - If a second incident occurs involving the same person or persons, the Headteacher will write to the adult(s) informing them once more again that this conduct is unacceptable.

- **Step 3:**

Final written warning - If a third incident occurs involving the same person or persons, the Chair of Local Governing Board will write to the adult(s) giving a final written warning that this abusive and threatening behaviour is unacceptable, and that a repetition of this conduct will leave the governors no option but to issue a final written warning that the police may be contacted if there is a repetition of this conduct. The process may be accelerated according to the level of behaviour.

- **Step 4:**

Ban letter - If such an incident recurs, or the initial incident is serious enough, the Governors will seek to enforce any action deemed necessary. This may involve the police and may result in a person or persons being excluded from the school premises.

- **Step 5:**

Involvement of the Local Authority and Police If following a decision to ban a person from the school premises, that person nevertheless persists in entering school premises and causes a nuisance or disturbance, such a person may be removed from the school premises as a trespasser and prosecuted under Section 47 of the Education Act 1996. They may also be charged with an offence under the Public Order Act 1986 or other such legislation (Appendix 2).

All parents, even if excluded from school premises following action by the school, have a right to be informed about their child's educational progress. This could be achieved through a meeting with the parent or through a written report.

Appendix 1

ABUSIVE OR THREATENING BEHAVIOUR ON SCHOOL PREMISES: INCIDENT REPORT FORM

1. Details

Date of incident: _____

Day of the week: _____

Time: _____

Location: _____

2. Member of staff reporting incident

Name: _____

Position: _____

3. Details of person assaulted / verbally abused

Name: _____

Job / Position (if member of staff): _____

4. Details of trespasser / assailant / verbal abuser (if known)

5. Witness(es) if any

Name: _____

Address: _____

6. Other information / relationship between member of staff / abuser if any

7. Details of incident (please attach witness statement)

Location of incident: _____

8. Outcome (see policy):

Step _____

Has abuser been involved in any previous incidents?

Name and contact details of police officer involved / incident number:

Form completed by: _____

Signed: _____

Date: _____

Please return to the Headteacher as soon as possible

Appendix 2

References

This policy was drawn up using the DFE guidance “Abusive behaviour on school premises” and the DFE “Legal Toolkit for Schools”.

Police involvement would make reference to the Public Order Act 1986 (Criminal conduct / policy remit)

Section 5 “Disorderly conduct” (paraphrased)

- Verbal abuse, threatening abusive or insulting words or behaviour or any disorderly behaviour whereby a person is caused harm, harassment or distress.

Section 4 “Threatening behaviour”

- A person fears that violence or threat of violence is likely to be provoked.