



## Barring from the School Premises Policy

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## Introduction

Schools are private property, even though they serve a public function. Parents of enrolled pupils have an implied licence to enter school premises at designated times, such as drop-off and pick-up. However, this access is subject to compliance with a school's **Parent Code of Conduct** and respectful behaviour towards staff, pupils, and the school community.

Each school within the Arden Forest C of E MAT has delegated authority to withdraw this licence if a parent, carer, or visitor engages in aggressive, abusive, or threatening behaviour that poses a risk to staff, pupils, or other visitors. Staff do not need to prove actual harm - if they **reasonably feel threatened**, action may be taken.

### 1. Managing inappropriate behaviour

If a parent behaves in an inappropriate or aggressive manner, the following process will\* be followed:

#### Step 1: Verbal Warning

- If an incident occurs, the parent will be verbally informed that their behaviour is unacceptable. They may be asked to leave the premises.
- They will be directed to review the **Parent Code of Conduct**.
- The incident will be recorded internally.

#### Step 2: Written Warning

- If inappropriate behaviour continues, a formal written warning will be issued.
- This letter will outline the behaviour, remind them of the expected conduct, and inform them that continued misconduct may result in further action, including a ban.

#### Step 3: Consideration of Barring Notice

- If the behaviour escalates or persists, the Headteacher, in consultation with relevant authorities, may issue a barring notice.
- The parent will receive written notification explaining:
  - The reason for the bar
  - The evidence supporting the decision
  - The opportunity to provide their version of events within **10 school days**
  - The process for review and appeal

\*If there is a one-off incident of extremely inappropriate behaviour (e.g. physical violence, credible threats, criminal behaviour), the school reserves the right to move to step 2 or step 3.

### 2. Barring from the school premises

#### Temporary Bar

- A temporary ban may be imposed while the parent presents their case.
- The parent will be invited to submit a written response or request a meeting.

#### Formal Barring Notice

- After reviewing any representations, a formal barring notice may be issued.
- This decision will be confirmed in writing, including:
  - The length of the ban
  - The review period (typically **six months** but may be shorter/longer depending on circumstances)
  - How the parent can request a review
- The school will continue to communicate with the parent regarding their child's education through alternative means (e.g., email, phone calls, meetings off-site).

### **Review & Appeals Process**

- The bar will be reviewed at the end of the stated period.
- Appeals must be submitted in writing within 10 school days and will be reviewed as per Stage 3 of the School's Complaints Procedure.

If a barring order is lifted, the school will confirm this in writing to the parent.

### **3. Escalation and Legal Action**

If a barred individual attempts to enter school premises:

- **Police involvement** may be required under **Section 547 of the Education Act 1996**, which makes it a criminal offence to cause a disturbance on school grounds.

**Further legal measures (e.g., Community Protection Notice, Anti-Social Behaviour Order) may be considered.**

### **4. Record-Keeping**

All incidents will be recorded on the school's secure safeguarding platform, CPOMS. Records will include: time and date of incident, location of incident, brief details of what happened, who was involved and names of any witnesses, action taken including if the Police were called.

### **5. Ensuring a Safe & Respectful Environment**

The school is committed to fostering a **safe, respectful, and inclusive** environment. Parents and visitors are expected to communicate concerns appropriately, and the school will always seek to resolve issues amicably where possible.