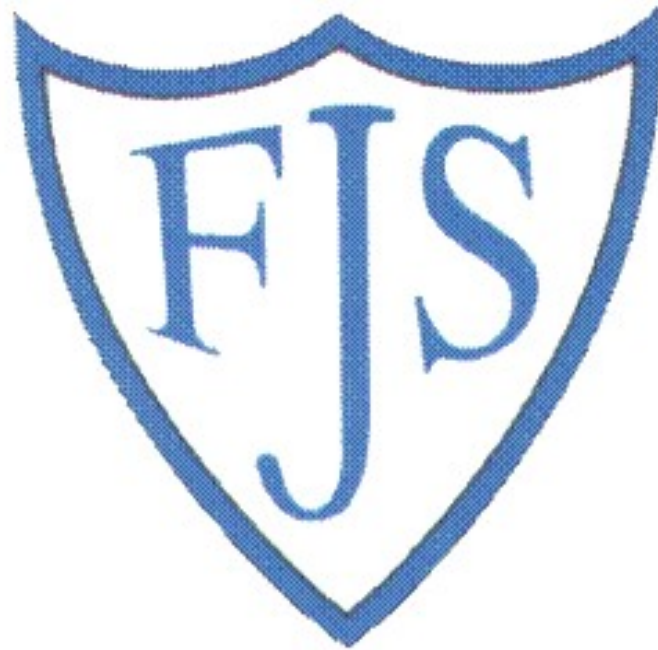


FOREFIELD JUNIOR SCHOOL



Policy on Managing Violent & Aggressive Behaviours in our School

April 2023

Mission Statement

*Forefield Junior School is a **P.R.O.U.D.** school built on **Passion and Respect**, where **Opportunities** can be seized by **Unique and Determined** learners.*

We are passionate about learning in an environment where everyone is empowered to be themselves and to flourish. We respect and value each and every individual and cherish their unique qualities to create a sense of belonging. We are determined to support personal, social and emotional development by encouraging self-belief and providing opportunities for everyone to express themselves and grow in confidence.

By celebrating their diverse contribution to the life of the school and the wider community, each person will be encouraged to build on their foundations, to instil a belief in everyone that they have limitless potential and are always capable of achieving their best - throughout their lives. As a family we share each other's successes and take pride in them.

We will consistently promote the highest of standards in every aspect of school life, provide a vibrant, stimulating curriculum in a safe and happy learning environment, to foster excellent attitudes and behaviour. The inspirational opportunities we provide will fuel a passion for learning and a sense of pride in all we do.

This is what makes us PROUD:

Passion, Respect, Opportunity, Unique, Determined.

Statement:

The Governing Body of Forefield Junior School aims to ensure the health and well-being of every member of our school community and so this policy sets out how the school will manage any incident of violent or aggressive behaviour – either from an adult or child. Every effort will be made to identify and manage potential risks and the school is keen to work positively and proactively with parents, visitors, staff, pupils and residents to resolve issues, using our resources to achieve the best outcomes for our school and, specifically, our pupils.

At our school 'Assault' shall be defined as any act indicating an intention to use unlawful violence against another whether it makes contact with the victim or causes fear of immediate unlawful physical contact and; any act of malicious verbal aggression targeted at another person. Examples include:

- Racist, sexist and homophobic language, threats of violence or intimidation or any form of physical abuse including punching, pushing, tripping, slapping, kicking, biting and throwing of objects.

Managing Violent & Aggressive Behaviours In Schools - Adults

The Governing Body of Forefield Junior School encourages close links with parents and the community. It believes that pupils benefit when the relationship between home and school is a positive one. We actively welcome the support of parents and encourage them to play an active role in school - especially during our Open Days, Class Assemblies and Parents' Evenings.

On rare occasions, a parent/visitor may express a negative opinion/attitude which leads to aggression, verbal and or physical abuse towards a member of staff or the wider school community.

The Governing Body expects and requires its members of staff to behave professionally in these difficult situations and attempt to defuse the situation where possible, seeking the involvement as appropriate of other colleagues. However, all staff have the right to work without fear of violence and abuse, and the right, in an extreme case, of appropriate self defence.

We expect parents (including those in loco parentis – eg grandparents/carers) and other visitors to behave in a reasonable way towards members of school staff. Our school expects everyone to:

- Support and reflect the school's PROUD Values – especially by showing respect to others
- Work together for the good of the children
- Work with staff members to resolve any issues
- Clarify their child's version of events with the school to bring about a peaceful solution to any issue
- Correct children's behaviour appropriately, particularly on the school grounds where it could otherwise lead to conflict or aggressive/unsafe behaviour
- Respect the school's property/environment by keeping it clean and tidy
- Follow parking laws when dropping-off/collecting pupils
- Dress in an appropriate manner when on the school premises and attending school events

This policy outlines the steps that will be taken where behaviour is unacceptable.

Types of behaviour that are considered serious, unacceptable and will not be tolerated:

- * Using foul, abusive or offensive language
- * Raising voice/shouting inappropriately at another individual
- * Making racist or sexual comments
- * Using aggressive hand gestures, eg. raising fist/fingers
- * Discriminating against any member of the school community, including pupils, staff, governors and other parents
- * Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online
- * Sending abusive or threatening messages, emails or other communications to any member of the school community
- * Trespassing on school property without prior permission or implied licence
- * Causing intentional damage to school property
- * Breaching the school's security procedures
- * Using physical violence on the school premises or on a member of the school community
- * Physically intimidating an individual – including standing too close
- * Writing or posting abusive, offensive or defamatory comments about an individual or the school, including on social media
- * Posting content on social media that is damaging to the school's reputation
- * Sending aggressive emails or other communications to staff

- * Psychologically harassing any member of the school community, including displaying vexatious behaviour which is humiliating for the individual and is damaging to their self-esteem
- * Displaying disruptive or other inappropriate behaviour which interferes or threatens to interfere with any of the school's operations or activities
- * Approaching another parent or pupil to discuss or reprimand them because of an issue between pupils
- * Threatening any member of the school community in any way
- * Arriving on the school premises partially clothed
- * Smoking on the school premises
- * Taking illegal or harmful drugs while on the school premises
- * Drinking alcohol on the school premises
- * Taking photographs/videos on the school premises without permission from the school
- * Driving unsafely within the vicinity of the school

This is not an exhaustive list but seeks to provide illustrations of such behaviour.

Unacceptable behaviour may result in the local authority and the police being informed of the incident.

Procedure to be followed:

If a parent/carer is behaving inappropriately, a report will be made to the headteacher, or the most senior member of staff available in their absence, who will decide on the most appropriate course of action.

Parents should raise concerns regarding another parent's behaviour or conduct directly with their child's class teacher or a senior leader and not approach the parent themselves.

Instances of inappropriate behaviour will be managed in a variety of ways, depending on the severity of the situation.

If a parent/carer or visitor behaves in an unacceptable way towards a member of the school community, the headteacher or appropriate senior leader will seek to resolve the situation through discussion and mediation. If necessary, the school's complaints procedures should be followed. Where all procedures have been exhausted, and aggression or intimidation continue, or where there is an extreme act of violence, further actions may be required.

This action, depending on the situation, could include the following:

- Barring the parent from the school premises
- Contacting the police
- Seeking legal redress through the courts
- Restricting the parent's channels of communication to the school, eg. no longer allowing the parent to send emails to a staff member directly
- Reporting content the parent has posted online to the website's admin
- Referring the case to children's social care, where the behaviour indicates that the parent poses a risk to children

Any child protection/safeguarding concerns will be addressed in accordance with the school's Child Protection and Safeguarding Policy.

The school reserves the right to escort anyone off the premises who is displaying aggressive or disruptive behaviour.

The police may be contacted to provide advice on managing an incident or to assist in the removal of an individual from the premises, where necessary.

The police will be contacted where a parent/carer is being violent or has committed assault, or where the event has caused harm to an individual.

If a parent has previously been barred from the premises, or has exceeded their implied access to the premises and is causing a disturbance, the police will be contacted to remove the individual from the premises.

If concerns are raised in relation to dress/appearance, personal factors will be taken into consideration, on a case-by-case basis, when addressing the concern.

If a parent/carer persistently displays unacceptable and inappropriate behaviour, this may result in them being barred from the school premises.

A parent or carer may be banned by the headteacher from the school premises for a period of time, subject to review. The school has the right to bar a parent/carer/visitor from the premises to keep the school community safe.

If someone is displaying inappropriate or concerning behaviour, they will be asked to leave the school premises.

Barring:

In more severe cases, determined on a case-by-case basis, the school may bar a parent temporarily, until the parent has had the opportunity to formally present their side or inform the parent that they intend to bar them and invite them to present their side.

The parent/carer will be informed, in writing, that (s)he is banned from the premises, subject to review, and what will happen if the ban is breached, eg police involvement or injunction application. The letter will include why they have been barred/faced a bar, the nature of the bar and their right to formally express their views in writing to the chair of governors within 10 working days.

The Chair of Governors will review the ban, taking into account any representations made by the parent and decide whether to confirm or lift the bar. If the decision is confirmed, the parent will be notified in writing, explaining:

- How long the bar will be in place and when the decision will be reviewed.
- Where appropriate, arrangements for pupils being delivered to, and collected from the school gate will be clarified.

Barring decisions will be reviewed at the end of the agreed timescale. Following a review, the bar may be lifted or, if there are grounds for continued concern regarding the parent's conduct, it may be extended.

Once the appeal process has been completed, parents that remain barred may be able to apply to the Civil Courts. If a parent wishes to exercise this option, they should seek independent legal advice.

Managing Violent & Aggressive Behaviours In Schools - Pupils

Introduction

Forefield Junior School staff should expect to be treated with respect, free from bullying, harassment and aggression. The Governors will not tolerate staff being abused, threatened or assaulted in circumstances arising out of the course of their employment and has a clear commitment to put in place procedures to minimise the likelihood of this occurring.

Key Objectives

- * To ensure that risk assessments are conducted and reviewed & actions to reduce risks are identified and carried out.
- * To reduce the risk of potential or actual injury to staff and visitors.
- * To ensure staff training needs in the prevention and management of violent and aggressive behaviour are identified and implemented, as appropriate to individual roles and responsibilities.

Management Responsibilities

- * Ensure staff work in an environment that is as safe as possible by ensuring links between relevant policies and management of violence at work
- * Carry out risk assessments and reduce the risks identified
- * Respond to the training needs of staff
- * Implement training in accordance with identified priorities, tailored to the level of risk posed
- * Ensure accurate records are kept of incidents and shared in line with the LA's Incident Reporting Procedures
- * Ensure appropriate support for staff in line with the circumstances of the incident
- * Comply with LA procedures

Employee Responsibilities

- * Identify the triggers to violence and try to minimise the impact of these
- * Identify own high risk situations and agree plans with SLT
- * Undertake identified training and maintain proficiency
- * Endeavour to minimise the potential for violence and aggression by means of a proactive approach
- * Highlight to SLT any issues that may increase risk
- * Communicate problems as soon as they become evident. If you can identify issues that trigger confrontation, tell SLT as soon as possible
- * Comply with LA procedures

Assessing & Managing Foreseeable Risks

SLT will consider various factors in order to determine if a specific risk assessment is required:

- * Whether the reported incident is serious enough to require a risk assessment
- * The extent of risk after reviewing existing information on the reported incident
- * The outcome of consultation with the individuals affected. Initially, this could be an informal process to consider fears, triggers and remedial actions
- * The outcome of consultation with pupil, parent or guardian and others closely involved
- * The outcome of consultations with employees most affected to ensure that the intended control measures are workable and likely to be adopted.

A Specific Risk Assessment will be linked to a child's Pupil Passport

Instructions to Staff

In the event of an escalation in a child's behaviour:

- * Seek assistance from other adults or ask another child to relay the message (where possible utilise a 'Help Needed' card – located in every room)
- * Remain calm but speak clearly and forcefully to the child. Utilise the recommendations on the child's Pupil Passport (where one is in place). Some pupils may escalate further if there is too much talk as this may add to their sensory overload. It may be more effective to observe from a distance and allow the child time to self-regulate.
- * Remind them of our school rules and focus on making the right choice.
- * Avoid close contact, unless you are using a Team Teach restraint – see further guidance in the Positive Handling Policy (2022)
- * Remove ID lanyard, jewellery, shoes or other items that could be grabbed
- * Secure the area or direct child to a safe location – ideally away from the main class
- * Never attempt to carry a child
- * Use communication & persuasion skills before thinking about a restraint
- * Only restrain using Team Teach techniques
- * Utilise a 'change of face' and the support of others. The phrase: "Do you need me to sharpen the pencils?" may be used by a colleague to ascertain if you require their assistance/support.

Following an incident

If a member of staff is assaulted the following action may be taken in consultation with the staff member concerned and the support of a trade union representative will be sought when/where appropriate.

In relation to the pupil, the school will follow the 'Behaviour Policy' protocols. It is vital that senior leaders (if not already involved) are informed immediately, in order to facilitate the following:

- The staff member will withdraw to a private area (eg: staff room) to de-escalate and be supported by a colleague(s)
- The staff member will be permitted to go home if they so wish and a senior leader will make any necessary transport arrangements – including a visit to A&E if required
- The employee may access the employer's occupational health services and counselling service; the employer will make the staff member aware of this provision and complete any referral in a timely manner. All other appropriate support, which may include legal advice, will be provided where appropriate
- A written record to cover the circumstances leading up to the event, the event itself and any injuries sustained will be recorded as soon as possible using the forms in our Positive Handling Policy. Any witnesses will be asked to add their accounts as soon as possible. A senior leader will collate all of the reports and agree the action to be taken. CPOMs will be used to record the incident and action taken.
- Consideration will be given to reporting the incident to the police – with the consent of the staff member
- For extreme incidents, or where a pupil has been involved in repeated incidents and actions taken by the school have not remedied the situation, permanent exclusion must be considered.

Conclusion

The Governing Body of Forefield Junior School will always seek to support every member of the school community and following any serious incident will review its policies and procedures. This policy will be regularly reviewed and made available on the school's website.

Signed: _____ Date: _____

Chair of Governing Body

Incident Report Form - adults

| | |
|---|--|
| Date/Time of incident: | |
| Person Reporting: | |
| Date reported: | |
| Recorded by: | |
| Name of person causing the incident: | |
| Status: | |
| Description of incident: | |
| Witnesses: | |
| Initial Action/Outcome: | |
| Further action? | |
| Linked incidents? | |