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## Promoting Acceptable Adult Visitor Behaviour on School Premises Policy

### OVERVIEW

Schools are private places even though they serve a public function. Parents and guardians of pupils who are on the school roll have an implied license to enter school premises, however, the headteacher and governors have the power to set out the conditions and terms of this licence. The headteacher is legally responsible for the day to day running and organisation of the school and so sets the acceptable standard for the behaviour of adult visitors to the site. The parent's licence can be withdrawn by the headteacher if they behave in a manner that is inappropriate and harmful to the other individuals using the premises. The ethos of this school requires all adult visitors to behave in an acceptable manner when on school premises. On almost all occasions parents, guardians and other adults are polite, proper and behave in an acceptable manner when they are on the school site. On very rare occasions the behaviour of an adult falls below the standard that the school expects. This policy outlines how any such situation will be dealt with.

### OBJECTIVES

1. To ensure that adults visiting the school behave in a polite and proper manner and that they conduct themselves in an acceptable way.
2. To ensure that all adults including visitors and members of staff are treated properly and respectfully.
3. To protect all in school from intimidating, unreasonable or threatening behaviour.
4. To ensure that people raise issues or complaints in a polite, proper and acceptable manner. (Please refer to the school communication policy for guidance)
5. To ensure that there is **zero tolerance** of raised voices, threatening language or other unacceptable conduct on school premises.

### STRATEGIES

1. If the unreasonable or unacceptable behaviour of an adult causes concern, a member of SLT will ask that person to modify their behaviour. If they are unable to comply, they will be required to leave and to make an appointment to return when they can conduct themselves in an acceptable manner.
2. On any occasion where a visitor becomes angry, agitated or aggressive they will be given the opportunity to calm down. If they are unable to calm down, they will be required to leave and make an appointment to return when they can conduct themselves in an acceptable manner.
3. To ensure the safety and well-being of those in school the headteacher has the authority to set conditions under which those who have acted against the principles set out in this policy may visit the school on future occasions.
4. The headteacher will write to any person who continues to behave in an unacceptable manner setting out the conditions under which they may in future enter the school premises. In extreme situations a parent's licence to enter the school premises will be revoked and this will be confirmed in writing.
5. The headteacher will notify the chair of the governing body and the appropriate LA and Diocesan officer of any situation where restrictions have been applied.
6. If a person enters school premises without the headteacher's permission they will be asked to leave immediately. If they refuse, the police will be asked to remove them and they risk prosecution under Section 547 of the Education Act 1996.

**OUTCOMES:** This policy will ensure that adults visiting the school behave in an acceptable manner. On the very rare occasions where this is not the case the headteacher will use the strategies set out in this policy to ensure that the school's expectations are met. The headteacher has the legal authority to require any person who behaves in an unacceptable manner to leave the premises immediately and to request the police to remove them if they do not leave. If a parent does not follow the guidelines in this policy their licence to enter the school grounds may be temporarily or permanently revoked and this will be issued in writing by Salford City Council Safer Schools Department.