

Adult Behaviour Policy



Goldington Green Academy Policy on Parent, Carer and Visitor Behaviour to Our School

At GGA we believe that relationships between the school, parental community and the wider area should be positive and that activities and events organised throughout the school year should complement this philosophy.

Whilst we believe that the vast majority of parents, carers and visitors are very supportive of school and very much model exemplary behaviour whilst on the school site, very occasionally behaviour falls below this standard.

Occasionally incidents occur where matters related to learner's behaviour may cause parents, carers and visitors to need to interact in order to reach a solution. The Governing Body expects all adults on school premises to conduct themselves in a calm and respectful manner. Staff are expected to behave professionally during a difficult situation and where possible involve other colleagues to support the situation to resolve the situation efficiently and calmly. We believe that all members of our school community should have the right to attend our school without fear of aggression, violence or abuse.

Violent, abusive or aggressive behaviour will not be tolerated on the school premises or via any communication to or from school. Any occurrences will be referred to a senior member of staff immediately. If a visitor, parent or carer has an issue with the behaviour of a member of the school community whilst on the school site they should refer this issue to a senior member of staff immediately.

Behaviours that will not be tolerated and are deemed to be unacceptable are:

- Shouting, either in person or on the telephone
- Swearing, either in person or on the telephone
- Use of threatening language
- Inappropriate electronic activity including publishing abusive or content with regards to the school and its community on social networking sites or email activity
- Hitting, slapping, punching, kicking, or pushing or any other physical engagement.
- Physical intimidation – standing very close / invading personal space
- Using aggressive hand gestures
- Breaching the School's security arrangements

Whilst this list is not exhaustive it is intended to illustrate behaviours deemed inappropriate.

Parents, carers and visitors have an open invitation to attend events at our school. In the unlikely event of someone behaving unacceptably and breaching this agreement, where there are serious concerns the school will:

- Instruct the adult to attend a meeting in the school with a senior member of staff and a representative of the Governing Body
- A written statement will be given to the perpetrator stating the impact of the event and the outcome. This will also remain on file in the school behaviour log.
- The perpetrator may be given a limited invitation to attend future events
- A ban on attending school events for a significant period
- A ban from attending events without review.

If an adult has behaved inappropriately on the school premises to any member of our school community the school will take steps to ensure that support is in place for the victim and that the perpetrator is sanctioned for their actions.

In the case of a pupil being verbally abused or challenged by an adult in an aggressive manner. Parents or Carers should, if necessary, follow the School's complaints procedures.

In situations where procedures have been exhausted and the final outcome agreed is to issue a fixed term or complete ban from attending the school site the following steps will be taken:

- The adult will be informed of the ban in writing for the fixed period and clarity that if the ban is breached the police will become involved or an injunction sought if applicable
- Where an assault has been reported a written statement will be issued and the incident reported to the police
- A representative of the GB will support the HT in the management of the ban
- Alternative arrangements will be clarified in relation to parents meetings and drop off and collection of children

The school will endeavour to investigate allegations fairly and act appropriately to reach a satisfactory resolution for all.

Where necessary, legal support, police and HR guidance will be sought.

July 2018

Incident Reporting Form

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| Name of individual: | |
| Date of incident: | |
| Time of incident: | |
| Location of incident: | |

Details of incident (please describe the incident in full detail, including the cause of the incident, names of individuals involved and the roles they played, what behaviour occurred, what happened following the incident, and any other information you deem necessary to assist with resolving the issue):

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|---------------------------------|--|-------------------|--|
| Form received by (name): | | Signature: | |
|---------------------------------|--|-------------------|--|

To be completed by the headteacher:

Action taken following the incident:

| | | | |
|----------------------|--|--------------|--|
| Signature of: | | Date: | |
|----------------------|--|--------------|--|