



# Shelton Junior School



## Respect Policy

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## Contents

Policy review dates and changes .....	2
1.0 Rationale .....	4
2.0 Aims.....	4
3.0 Expectations.....	4
4.0 Access to school grounds:.....	4
5.0 Unacceptable behaviour .....	5
6.0 Process used to address inappropriate behaviour by adults in our school community.....	6
APPENDIX 1 .....	8
Warning Letter 1a – Aggression Towards Member of Staff .....	8
Warning Letter 1b - Telephone.....	8
Warning Letter 1c – Aggression Towards Other Adult .....	9
Warning Letter 2 – Final warning.....	9
Letter 3 – Ban from site .....	10

## 1.0 Rationale

At Shelton Junior School, we believe staff, parents and children are entitled to a safe and protective environment in which to learn and work. We strive to ensure that our school offers a warm and nurturing environment. All members of the school community and visitors should treat each other and be treated with respect. To work and grow respectfully together, we use restorative approaches as the foundation of our practice. Any behaviour that may lead to feelings of harassment, alarm or distress to members of our community will not be tolerated and action will be taken. This policy outlines our expectations of all adults, staff and visitors (including families).

## 2.0 Aims

- To facilitate a whole school community ethos of respect
- To promote dignity in the work place for our staff
- To promote resilience through restorative approaches

## 3.0 Expectations

- That all adults (staff, governors, parents, carers and volunteers) set a good example to children at all times, showing them how to get along with all members of the school and the wider community.
- That no one (staff, governors, parents, carers, volunteers or children) be subjected to abusive behaviour or any form of threat from visitors on the school premises.
- That physical attacks and threatening behaviour, abusive or insulting language verbal or written (including on social media), to staff, governors, parents, carers, volunteers, children and other users of the school premises will not be tolerated and may result in a ban from school premises and/or police action.

## 4.0 Access to school grounds:

School premises are private property and therefore schools can decide who may access the grounds. Parents and carers by their connection to the school have been granted permission to be on school premises. This can be rescinded if action or behaviour warrants such response. Under section 576 Education Act 1976, "parent" includes a child's natural parents, anyone with Parental Responsibility for the child or anyone who is caring for a child. The public has no automatic right of entry onto school premises. All visitors must seek permission to be on school premises by appointment.

If an individual displays or engages in concerning, threatening or abusive behaviours towards staff, pupils or other parents, school may seek to ban those individuals from entering school grounds or premises.

It is an offence under section 547 of the Education Act 1996 for any person (including a parent) to cause a nuisance or disturbance on school premises, such as trespass, public order and criminal damage.

Under **section 547**, school staff have a right to make a report to the Police and request their assistance under such circumstances.

Should parents or carers be banned, the responsibility to make alternative arrangements for bringing children to school is that of the parent/carer.

## **5.0 Unacceptable behaviour**

The following are the types of behaviour that are considered serious and unacceptable and will not be tolerated towards any member of the school community.

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

- Shouting, either in person or over the telephone
- Speaking in an aggressive or threatening tone
- Challenging other people's children directly – always speak to school staff
- Using offensive or aggressive language in emails or texts
- Being physically intimidating such as crowding someone's personal space
- Making physical threats, including spitting or verbal threats
- Pushing, slapping, punching, hitting, kicking
- Throwing objects with an intention to harm or intimidate
- Swearing or name calling
- Racist, homophobic or other hateful behaviours
- Any form of sexual harassment or bullying
- Any form of behaviour that undermines another's religion or belief
- Inappropriate posting on social media which could bring the school into disrepute and may be defamatory against an individual or group

Please note that inappropriate on-line behaviour may constitute discrimination and hate crimes, such as:

- sexist bullying
- racist and faith-targeted bullying
- homophobic or biphobic bullying
- transphobic bullying
- bullying in relation to a disability.

These will not be tolerated in any form.

Please note that any behaviours that demonstrate bullying or harassment to anyone in respect of one or more of the 9 protected characteristics, as identified in the Equality Act, will not be tolerated.

The following characteristics are protected characteristics

- age;
- disability;
- gender reassignment;
- marriage and civil partnership;
- pregnancy and maternity;
- race;
- religion or belief;
- sex;
- sexual orientation.

For further information regarding equality at Shelton, please refer to our [website](#).

## **6.0 Process used to address inappropriate behaviour by adults in our school community**

All staff and governors agree that any adult found to be using inappropriate behaviour towards other adults or children should be dealt with using the following steps:

We will use a series of warning letters which respond to different situations and increase in severity (see Appendix 1). It is at the discretion of the headteacher to determine which letter is used. If the same person is involved in repeated incidents it is likely that a more severe letter may be appropriate.

An adult approaches a child	The issue will be considered by a school leader. If necessary, a warning letter will be issued.
A parent/adult approaches another parent	The parent should report this to a member of staff or a school leader. Those involved will be spoken to as soon as possible after the incident and reminded of our policy. If necessary, a warning letter will be issued.
A parent/adult approaches a member of staff	This should be reported immediately to a member of the Senior Leadership Team. This will be investigated as soon as possible, and the member of staff will be updated as appropriate. If necessary, a warning letter will be issued.
Recurring inappropriate behaviour	If adults continue to use inappropriate behaviour, they will be reminded and referred to the school's Respect Policy. School will determine which of the warning letters are appropriate in these circumstances. Consideration may be given to banning adults from the school site under section 547 of the Education Act 1996.  School may also consult with the Police and Local Authority.

The school reserves the right to take any necessary actions to ensure that members of the school community are not subjected to abuse.

## **APPENDIX 1**

### **Warning Letter 1a – Aggression Towards Member of Staff**

Dear

It has been reported to me that on \_\_\_\_\_ you approached a member of staff/ the front office and behaved in a manner that is not in line with the our school’s RESPECT policy by being aggressive/shouting at staff. School staff have the right to go about their business to help parents and carers without feeling threatened and intimidated. The incident was also witnessed by other parents/children who were in the immediate vicinity/within earshot and were exposed to this situation.

I was saddened to hear of this as the school’s ethos is to treat everyone we encounter during our day with consideration and courtesy so it is deeply unfortunate that this was not reciprocated in this instance. I appreciate that you may have had a concern and as a school we are always there to try and resolve matters but in order to do so effectively this needs to be done in an atmosphere of mutual respect.

I hope that you understand and that there will not be a repetition of this behaviour. I enclose a copy of the RESPECT policy. Should you feel that the matter you were trying to raise remains unresolved then please either write to me or make an appointment to come in and discuss the matter through with myself.

### **Warning Letter 1b - Telephone**

Dear

It has been reported to me that on the \_\_\_\_ you telephoned the school office/ myself/ teacher name. During the call you were angry and aggressive and behaved in a manner that was not in line with the School’s Respect Policy. School staff have the right to go about their business to help parents and carers without feeling threatened and intimidated.

I was saddened to hear of this as the school’s ethos is to treat everyone we encounter during our day with consideration and courtesy so it is deeply unfortunate that your behaviour did not reflect this. I appreciate that you may have had a concern and as a school we are always there to try and resolve matters but in order to do so effectively this needs to be done in an atmosphere of mutual respect.

I hope that you understand and that there will not be a repetition of this behaviour. I enclose a copy of the RESPECT policy. Should you feel that the matter you were trying to raise remains unresolved



### Letter 3 – Ban from site

RE: BAN FROM SCHOOL SITE

It is with regret that I must inform you of our decision to impose a ban on [Individual's Name] from entering any part of the school premises, effective immediately. [Individual's Name] must make alternative arrangements to safely drop off and collect children from school.

This decision has been reached after careful consideration of [Individual's Name]'s actions, which have been found to be in violation of the school's policies and codes of conduct. These actions include [provide a brief description of the incidents leading to the ban].

This ban is enacted in accordance with the Education Act 1996, Section 547, which grants schools the authority to take reasonable measures to ensure the safety and well-being of students and staff. Furthermore, Section 89 of the Education and Inspections Act 2006 empowers schools to maintain discipline and prevent interference with the education of students.

Our primary concern is the safety and security of our school community, and we have determined that this ban is proportionate and necessary in the given circumstances.

Please be advised that this ban is indefinite, pending a review of [Individual's Name]'s behavior and a reassessment of the situation. [Individual's Name] has the right to appeal this decision by submitting a written appeal to the headteacher within 10 days.

We appreciate your understanding of the seriousness of this matter and your commitment to ensuring the well-being of all members of the school community. If you have any questions or require further clarification, please do not hesitate to contact the school office.