



St John Fisher Catholic Voluntary Academy

Aggressive and Anti- Social Behaviour Policy



For I know the plans I have for you; plans to give you hope and a future – Jeremiah 29:11

Approved by: Patricia Hurd

Date: May 2023

Last reviewed on: May 2023

Next review due by: April 2024

Statement of Intent

St John Fisher Catholic Voluntary Academy, at all times and in every circumstance will engender and promote an ethos of caring and respect as encapsulated in the school's values and mission. The school's values are, Respect, Safe and Resilience and its mission is, Guided by Jesus' love and example, we use our gifts to grow, pray and learn as a community; united in faith.

We expect our values and mission to be upheld throughout any interactions or communication carried out by staff, children, parents/guardians, visitors, or the local community.

The school has developed a positive and supportive relationship with the vast majority of parents, carers and visitors and the children in turn have benefited from this. However, in exceptional circumstances, a person/persons can have a negative attitude towards the school which can result in aggressive or anti-social behaviour both in person, via email, on the phone or via social media. It is important to note that the school may record or screen shot such messages/conversations and use this to support any decisions the school may feel appropriate at the time or, at a later date.

Aggressive or anti-social behaviour from parents/guardians is unacceptable and can have a very intimidating and stressful effect on members of staff. The law **is not** suspended in the school context and situations will be dealt with accordingly. A person, upon request, refusing to leave a school site can be deemed as trespassing, while intended or actual assault or battery can lead to legal action. The Head Teacher and Governors of the school are committed to taking prompt and decisive action when excessive or prolonged aggressive and anti-social behaviour occurs.

The school expects its staff to always behave professionally and attempt to defuse difficult situations where possible, seeking the involvement where necessary of other colleagues. However, all staff have the right to feel safe and to work without fear of threats, violence or abuse. They have the right in extreme cases, of using appropriate self-defence in order to keep themselves safe.

The school expects parents, carers and other visitors to behave in a reasonable way towards school staff. This policy outlines the steps that will be taken where a person or persons' behaviour is unacceptable.

Unacceptable Behaviours

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

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

- 1) Loud, raised voices or shouting, either in person or over the phone.
- 2) Physically intimidating a member of staff or invading their own personal space [standing over, or too close to them]
- 3) The use of aggressive or impolite hand or facial gestures, e.g. raising two fingers
- 4) Threatening school staff
- 5) Showing, or holding a fist towards another person
- 6) Writing abusive comments about a member of staff
- 7) Abusive or demeaning language and/or swearing
- 8) Pushing, spitting or tripping
- 9) Hitting, including slapping, punching or kicking
- 10) Prejudicial comments
- 11) Breaking the security procedures
- 12) Written or verbal accusatory comments
- 13) Slanderous or libellous comments
- 14) Persistent or vexatious contact with school

Continuation of unacceptable behaviours will result in the Head Teacher, Governors, Local Authority and the police being informed of the incident

Diffusing a situation

The following strategies may help staff to calm a situation and should be used wherever and whenever possible;

- Stand back and listen. Give the situation your full attention
- Speak in a quiet, slow and friendly voice
- Frequently, summarise what is being said and the situation
- Be aware of your body language
- Empathise where possible, but don't make promises, or add 'throwaway comments
- Try to give them some indication of what is going to happen next

Procedure

Where a parent/guardian or a member of the public behaves in an unacceptable way to a member of staff, both on and off the school premises the following procedures should take place:

- a) Staff should always seek to have another member of staff present if possible
- b) If necessary, a red card (indicating a serious problem) should be sent to the main office
- c) Where a person is being aggressive whether actively or passively, or are rude, threatening (direct and indirect), or otherwise antisocial via any communication method; including contacting the main office or staff members excessively or in a vexatious manner, the member of staff is encouraged to inform the individual that this is going to be escalated to the Senior Leadership Team for further investigation.
If the parent/guardians still persist, then a notice of 'cooling off' will be issued for 28 days, whereby the individual will only contact a designated member of staff in emergencies only – all other communication will be dismissed.
- d) At all times the member of staff should seek to defuse the situation and try to speak in a calm and approachable way.
- e) If a member of staff has experienced aggressive or anti-social behaviour they must seek to inform the Head Teacher or a senior member of staff as soon as possible after the event.
- f) If the member of staff feels confident that the person has calmed down sufficiently to have a reasonable conversation with them, then they should contact them again at a mutually convenient time. There should be another senior member of staff present with them for any face to face meetings.
- g) If the member of staff feels that they are going to be subject to a difficult phone call or meeting, they should inform their line manager and have them present at the time. It is important that staff do not expose themselves to unnecessary risk, e.g. meetings taking place in an isolated part of the school.

- h) Where an incident or conversation has had to be referred to the Head Teacher, the member of staff must make written notes and record the event on Edukey.
- i) Where the Head Teacher has been unable to resolve the issue, he/she will need to make a thorough investigation into all the facts and write a detailed and accurate report for the Governors and the LA. The form shown as appendix 1 will need to be completed.
- j) Where the Head Teacher and Governors, in liaison with the LA, seek to ban a person or persons from the school site for a set period of time, they must also complete appendix 2. The person/s being banned should be informed in writing. The letter should state the reason, consequences, set period of time and where they may go if they wish to appeal.
- k) It is important that the member of staff who has experienced aggressive behaviour from a parent/guardian or member of the public should be given the opportunity to talk over events with their line manager and the Head Teacher. They should be monitored after the event to see if there are any signs of stress or continuing fear.
- l) Incidents occurring in the school need to be recorded and the Head Teacher and Senior Staff need to gauge whether there are any widespread or increased incidents that are occurring. If there are any increased trends appearing, this in turn needs to be analysed and brought to the attention of the Governors.
- m) In the event of a really serious incident further action needs to be taken in consultation with the LA and Academy Trust.

Appendix 1.

Record of aggressive or anti-social behaviour

Head Teacher's name _____

Person or Persons involved _____

Parent Family member Sibling Unknown

Date and time of the incident _____

Child / children's name _____

Incident or Problem [provide as much detail as possible]

Further actions or recommendations

Signature of person completing the report _____

Date _____

Appendix 2.

Notice of an exclusion from St John Fisher Academy Site

Dear _____,

This letter is to notify you that from the date of this letter, your implied license to enter the premises of St John Fisher Catholic Voluntary Academy has been revoked.

The reason for this is _____

This event was witnessed by _____

There have been a number of staff, who have been affected by the incident.

A copy of this letter has been sent to the Local Authority, The Governors, St Ralph Sherwin Multi Academy Trust and the Police.

The details of the length of exclusion are as follows:

From _____ To _____

Length of time _____

Head Teacher's signature _____

Chair of Governor's signature _____