

Ashgrove Primary School

Policy on
Nuisance Visitors
to the
School Site

22 September 2010
Version 1:1

Policy on Nuisance Visitors to the School Site

Rationale

In Ashgrove Primary School the safeguarding of children is paramount. More important even than the curriculum is the duty of school to maintain secure and safe conditions within which children, staff and registered volunteers can operate happily.

This policy has been written to address the exceptional circumstances of nuisance visitors and should be read in conjunction with the school's various pastoral care and child protection policies.

Trespass

Although not generally a criminal offence, the unauthorised accessing of school premises may be termed "trespass". This may include a child who has been excluded through suspension but who has entered school premises.

Where there is good reason to enter school premises, individuals and groups may be considered to have an "implied licence". Not considered trespassers these people may include:

- Pupils enrolled at Ashgrove - but only during the agreed hours of supervision, lessons and clubs;
- Staff, registered volunteers and work experience students;
- Parents or guardians responsible for Ashgrove pupils; and
- Governors, officers of DENI, ETI, NEELB, agreed visiting professionals, agreed contractors.

The school will maintain boundary fences, buildings access control, signage to direct visitors to reception, badges to identify visitors and other security measures as appropriate and practicable.

Nuisance and Disturbance

Damage to property, threats or the perception of danger to children or adults within the school community may be considered as nuisance and/or disturbance. Whether carried out by trespassers or persons with "implied licence", such activities cannot be ignored.

Minor incidents may only require the principal or vice-principal to speak to the offending party in order to clarify expectations and school routines. On occasions it may be appropriate to put these in writing.

Repetition of minor incidents, or the occurrence of behaviour that is likely to scare or injure people, or to damage property, may lead to the principal's withdrawal of the offending party's "implied licence". Where children are vulnerable to violence and/or to inappropriate or aggressive language the case for withdrawing the "implied licence" is stronger. Where the principal is endorsed by the governors, such a ban may be with immediate effect. A written explanation will be provided to the banned person who will retain the right of appeal through the board of governors.

In most cases it may be prudent to advise the police of the decision to bar a person from school premises and to discuss any pertinent implications.

Removal of the Cause of Nuisance or Disturbance from the School Site

If a person has been asked to leave a school building or the grounds and refuses to do so or creates further cause for concern on the way out, the principal will contact the police. If children or others are in immediate danger staff must judge whether they should intervene with reasonable force. Although they would be entitled to use reasonable force, this should be avoided and the police called if the situation is impossible to control. School staff should not put themselves at risk. Anyone taking this action must be able to justify their actions and show that the action taken was appropriate and proportionate in the circumstances.

Recording Incidents

It is important to record the details of any incident that results in nuisance or disturbance. Any available witnesses should be asked to make signed and dated statements.

Warning Letters

If a parent causes a nuisance or disturbance the following steps will be taken:

- A written warning will be given and the parent provided with an opportunity to answer the accusations.
- If a ban is to be imposed it will be confirmed in writing along with notice that any breach and/or further disturbance may result in action to remove the person from the premises as a trespasser, or in an application being made to the court for an injunction.

A trespasser (ie a person without licence implied or actual) may be removed immediately and without a warning letter.

Review

This policy will be reviewed annually.