



# Airedale Junior Academy

ABUSIVE BEHAVIOUR POLICY

Date 2025-27



# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

Information	Dates
Last reviewed	September 2025
Next review	September 2027
Owner	Mrs. K McKechnie/Mrs. K Walker
Approver	Academy Council

1. **Rationale**
2. **Care. Aspire. Succeed links**
3. **Statement of Intent/Aims**
4. **Roles and Responsibilities**
5. **Links to other policies and procedures**
6. **Statement of Implementation**
7. **Monitoring and Evaluation**
8. **Health and Safety**





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

### 1. Rationale

At Airedale Junior Academy we recognise that the success of the academy is dependent on a strong partnership between all members of the academy community: pupils, parents, staff, visitors and governors. This partnership must be based on a polite, positive and respectful relationship. For this reason, we continue to welcome and encourage parents/carers to participate fully in the life of our academy.

The purpose of this policy is to provide a reminder about the expected conduct from our parents, carers and visitors and what to do if their conduct is abusive or aggressive.

### 2. Care. Aspire. Succeed

We ask that all members of the community follow the core principles of Castleford Trust: Care, Aspire, Succeed:

- We all respect the **caring** ethos of our academy and its expression in our mission statement.
- **All** members of the academy community should be treated with respect and, therefore, we must all **aspire** to set a good example in our own speech and behaviour.
- Both staff and parents need to work together for the **success** of the pupils.

### 3. Statement of Intent/Aims

Airedale Junior Academy is committed to fostering a strong partnership between pupils, parents, carers, staff, governors, and visitors, built on mutual respect, positivity, and courtesy. We actively welcome and encourage parents and carers to participate fully in the life of our academy. This policy sets out clear expectations for conduct and provides guidance on how the academy will respond to abusive or aggressive behaviour, ensuring that our community remains safe, supportive, and focused on learning.

In this context, threatening, violent or abusive behaviour, against any members of our academy community, is unacceptable. All members of our community have a right to expect the academy to be a safe place in which to work and learn. Where the behaviour of parents or visitors falls below expected standards, the academy will act in accordance with this policy.

### 4. Roles and Responsibilities

#### Headteacher

- Holds delegated authority from the governing body to manage access to the academy site.
- Decides whether to withdraw an implied licence to enter the premises.
- Exercises discretion in determining when police involvement is necessary.
- Ensures staff are supported and safeguarded when dealing with incidents.

#### Governing Body





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

- Delegates authority to the Headteacher to act on matters of trespass and abusive behaviour.
- Oversees the implementation of this policy and ensures compliance with legislation.
- Reviews serious incidents and supports the Headteacher in enforcing bans or restrictions.

### Academy Staff

- Model respectful behaviour and uphold the standards of conduct expected within the academy community.
- Report incidents of abusive, aggressive, or trespassing behaviour promptly to senior leaders.
- Avoid placing themselves at risk and follow agreed procedures when dealing with trespassers.

### Parents, Carers, and Visitors

- Maintain polite, positive, and respectful relationships with staff, pupils, and other members of the academy community.
- Adhere to the academy's expectations for conduct when on site or engaging with staff.
- Recognise that access to the premises is a privilege, which may be withdrawn if behaviour is abusive, aggressive, or disruptive.

### 5. Links to other policies

- Behaviour Policy
- Anti-Bullying Policy
- Health and Safety Policy
- Complaints Policy
- Equality and Diversity Policy
- Data Protection / Online Safety Policy
- Staff Code of Conduct
- Visitor / Site Access Policy

### 6. Statement of Implementation

**To uphold a peaceful and safe academy environment, the following measures will be implemented:**

- Clear communication of expectations: Parents, carers, and visitors will be informed of the standards of conduct through the academy prospectus, newsletters, signage, and the academy website.
- Consistent monitoring: Staff will remain vigilant in identifying behaviours that undermine safety or respect, whether on site, online, or in communications with the academy.
- Immediate response to incidents: Any behaviour falling into the categories listed above will be addressed promptly by the Headteacher or a designated senior leader.





## Airedale Junior Academy Abusive Behaviour Policy 2025-27

- Graduated approach: Responses may include verbal reminders, written warnings, withdrawal of an implied licence to enter the premises, or the imposition of a formal ban.
- Police involvement where necessary: Serious incidents, such as threats of violence, damage to property, or harassment, may be referred to the police under relevant legislation (e.g. Section 547 of the Education Act 1996, Public Order Act 1986, Protection from Harassment Act 1997).
- Safeguarding priority: Staff will not place themselves at risk. Where situations escalate, the police will be contacted immediately.
- Record keeping: All incidents will be documented to ensure transparency, accountability, and consistency in decision-making.

To maintain a safe and calm environment, Airedale Infant Academy sets clear expectations for parents, carers, and visitors, with unacceptable behaviours addressed through academy procedures.

### **Examples of disruptive behaviour affecting safety or calm across the academy site:**

- Use of loud or offensive language, such as swearing, or displaying excessive anger or aggression.
- Threats of physical violence towards any member of the academy community.
- Damage to academy property.
- Abusive communications by phone, email, letter, or online platforms, including social media.
- Defamatory comments about staff, pupils, or governors posted on social media.
- Physical aggression towards another adult or child, including physical punishment of one's own child on academy premises.
- Approaching another person's child

### **The Public Order Act 1986 definitions:**

- **Disorderly conduct:** verbal abuse, threatening abusive or insulting words or behaviour or any disorderly behaviour whereby a person is caused alarm, harassment or distress.
- **Threatening behaviour:** when a person fears that violence, or threat of violence, is likely to be provoked.

The academy takes all acts of actual or threatened violence seriously. Where behaviour may constitute a criminal offence — including physical assault, credible threats, harassment, or abusive communications — the matter will be referred to the police without delay. Other incidents of aggression or intimidation will be addressed through the academy's behaviour and safeguarding policies, with police involvement considered where appropriate.





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

### PROCEDURES - The academy's measures to avoid, prevent and minimise incidents

#### STAFF CONDUCT

Staff are advised to communicate with parents, whatever the circumstances, in the following manner:

- Speak calmly and without raising your voice
- Be assertive but not aggressive
- Be polite but firm
- Seek assistance if necessary
- Politely terminate the conversation if necessary, explaining your reasons.

In the event of an **emergency**, staff should request assistance from a member of the Senior Leadership Team, if they are available otherwise the nearest member(s) of staff. The member of the Senior Leadership Team will request that the person causing offence to leave the premises. Should the person not leave the premises then they should be informed that the police will be called. The incident should then be recorded.

#### 7. Monitoring and evaluation

This policy will be monitored regularly by the Headteacher and governing body to ensure it is applied consistently and effectively. Records of incidents involving abusive behaviour will be maintained, reviewed, and reported as appropriate. Monitoring will focus on safeguarding pupils, supporting staff, and ensuring that responses to unacceptable conduct remain proportionate, fair, and in line with statutory guidance. The policy will be reviewed annually, or sooner if required, to reflect changes in legislation or academy circumstances

#### RECORDING INCIDENTS

Any incident must be recorded by email to the Headteacher.

#### PROCEDURES FOR DEALING WITH ABUSIVE PARENTS

##### *Step 1 - Verbal warning*

The Headteacher or appropriate member of Senior Leadership Team will speak to the parents/persons involved. It will be put to them that such behaviour is unacceptable, and an assurance will be sought that such an incident will not be repeated. It will be stressed on this occasion that repetition of such an incident will result in furthermore serious action being taken.

If the Headteacher has been subject to abuse this will be done by the Chair of Governors (or other appointed independent governor, if the Chair is involved in the incident in any way).

NB: Any incidents of violent conduct would immediately proceed to step 5.





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

### ***Step 2 – Written warning***

If a second incident occurs involving the same person or persons, the Headteacher will write to the adult(s) informing them once again that this conduct is unacceptable. As for Step 1, if the Headteacher has been subject to abuse this will be done by the Chair or other appointed governor.

At any stage, the academy may report serious incidents of abusive and threatening behaviour to the Academy or the Police. The academy has a responsibility to ensure that any act of actual or threatened violence is referred to the police immediately.

### ***Step 3 – Final written warning***

If a third incident occurs involving the same person or persons, the Chair or other appointed independent governor, will write to the adult(s) giving a final warning that this abusive and threatening behaviour is unacceptable, and that a repetition of this conduct will leave the governors no option but to take further action.

### ***Step 4 – Governors' Letter***

If such an incident recurs, or if an initial incident is considered serious enough by the Headteacher, the Chair of Governors (or other appointed governor) would be involved to enforce any action deemed necessary. This may result in a person or persons being excluded from academy premises.

**The Headteacher/Governing Body will contact Castleford Trust and seek legal advice before issuing a letter banning an individual from the premises.**

### ***Step 5 – Involvement of the police***

If following a decision to ban a person from the academy premises, that person nevertheless persists in entering academy premises and is displaying unreasonable behaviour, such a person may be removed from the academy premises as a trespasser under **Section 547 of the Education Act 1996** and charged with an offence under the **Public Order Act 1986**.

All parents, even if excluded from academy premises, have a right to seek an appointment to speak to academy staff about their child's educational progress.

Members of the public who are not parents, carers, or authorised visitors have no automatic right of access to the academy premises. If an incident arises involving such an individual, steps 1 and 2 outlined above will be applied, followed by a further written communication from the Headteacher.

### **SUPPORT FOR STAFF**

Following an incident staff may feel that they need support. The academy will ensure that sympathetic and practical help, support and counselling are made available to the member of staff at the time of the incident and subsequently.





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

### HARASSMENT

Situations may arise where staff find themselves, or other adults, subjected to a pattern of persistent and unreasonable behaviour from individual parents which is not abusive or overtly aggressive, but which may be perceived as intimidating and oppressive. In these circumstances, staff may be faced with a barrage of constant demands or criticisms which, whilst not particularly taxing or serious when viewed in isolation, can have the cumulative effect over time of undermining their confidence, well-being and health. In extreme cases, the behaviour of the parent may constitute an offence under the **Protection from Harassment Act 1997**.

If so, the academy will take appropriate action, such as writing to or meeting the parents, involving the Police if necessary. A formal complaint could also be made to the Governing Body who would consider inviting the parent to a meeting to discuss such conduct or writing to them to say that they are not welcome on the academy premises.

If a parent's behaviour is unreasonable, the parent's implied permission to be on the academy premises may be withdrawn and they will become a trespasser (see the section on **Trespass**).

This policy is underpinned by relevant legislation including the **Local Government Act 1972, Protection from Harassment Act 1997, Criminal Damage Act 1971, Offences Against the Person Act 1861, Public Order Act 1986, Crime and Disorder Act 1998, and Criminal Justice Act 1988**

### TRESPASS

Trespass is not usually a criminal offence. As academies/schools are not public places, entry without the Headteacher's permission (who has responsibility for the day-to-day management of the site) may constitute trespass, unless a recognised public right of way exists. Certain groups of people, such as parents, have an 'implied licence' to enter academy premises. Others may also have legitimate reasons to be on site, for example registered pupils during academy hours or by agreement of the Headteacher for activities such as after-school clubs and sports. Pupils who have been excluded, however, may be considered trespassers

Parents or guardians responsible for a pupil at the academy.

Governors, Ofsted inspectors, Local Authority staff, site staff, contractors, and individuals using facilities through academy lettings may have legitimate access to the premises. Clear signage will be displayed to indicate that entry to the site is restricted and that all visitors must report to reception. Robust security measures help to reduce the risk of trespass, including visible signs, a staffed reception area, visitor sign-in procedures, identification badges, access controls, and well-maintained boundary fencing.

### NUISANCE AND DISTURBANCE

If a trespasser refuses to leave academy premises, re-enters after being asked to leave, or causes a disturbance, their actions may amount to a criminal offence under **Section 547 of the Education Act 1996**.





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

In general, any behaviour by trespassers that disrupts the normal running of the academy or interferes with staff duties can constitute an offence. Individuals who have an 'implied licence' to enter the premises may have this licence withdrawn by the Headteacher, where such authority has been delegated by the governing body. It is advisable to make this clear through signage or in the academy prospectus, so that the circumstances under which access may be withdrawn are transparent. Once imposed, a ban takes immediate effect. Failure to comply with a ban may result in the academy seeking a court injunction and/or pursuing action under **Section 547 of the Education Act 1996**.

### REMOVING TRESPASSERS FROM THE SITE

Individuals suspected of committing an offence under **Section 547 of the Education Act 1996** may be removed from academy premises by a police constable or a person authorised by Castleford Trust. The Headteacher must exercise discretion in deciding whether they, or other staff, can safely escort a trespasser from the site. While reasonable force is legally permitted, it should be avoided wherever possible, and the police should be contacted if the situation cannot be safely managed. Staff must not place themselves at risk. Any action taken must be justified as appropriate and proportionate to the circumstances, with reasonable grounds to suspect that the individual has committed, or is committing, an offence under **Section 547**.

### WARNING LETTERS

Different considerations apply in relation to people such as parents who can lawfully enter academy premises as opposed to trespassers. Regarding those who have implied permission to enter, a two-stage approach will need to be taken when working with them. **Section 547** will only become relevant once a parent's "lawful authenticity" to enter the premises has been terminated. A parent of a child registered at a academy will not be on academy premises "illegally" (i.e. a trespasser) until his or her "implied licence" to enter the academy premises has been terminated and until then he or she cannot be guilty of an offence under this section. For example, if a parent causes a nuisance and the Headteacher thinks a ban should be imposed, the following steps will be taken:

A written warning should be issued, giving the parent the opportunity to respond to the concerns raised. If a ban is subsequently imposed, the parent will only be considered a trespasser if they enter the premises after the ban has taken effect. The ban must be confirmed in writing, with clear notice that any breach may constitute an offence under **Section 547 of the Education Act 1996**. In such cases, action may be taken to remove the individual from the premises (where entry is accompanied by causing a nuisance) or an application may be made to the court for an injunction. Where a nuisance or disturbance is caused by someone who has no implied or recognised right to enter the premises, immediate action under **Section 547** may be taken, as that person is already deemed a trespasser. In these circumstances, no warning is required.

### HARASSMENT, THREATENING, ABUSIVE OR DISORDERLY BEHAVIOUR





# Airedale Junior Academy

## Abusive Behaviour Policy 2025-27

Such offences fall within the scope of the **Public Order Act 1986**, while the **Protection from Harassment Act 1997** offers additional safeguards in cases of harassment. In these circumstances, Headteachers are often inclined to involve the police, who may act under the relevant legislation. However, where the offender is very young, Headteachers may decide that police involvement is not appropriate. Each case should therefore be assessed individually before determining the most suitable course of action.

### 8. Health and safety

Airedale Infant Academy is committed to providing a safe and secure environment for all members of the academy community. The Health and Safety Policy works alongside the Abusive Behaviour Policy to ensure that staff, pupils, parents, carers, and visitors are protected from behaviour that threatens wellbeing or disrupts the calm operation of the academy. Abusive, aggressive, or threatening conduct will not be tolerated, as it compromises both safety standards and the positive relationships essential to learning. By integrating health and safety principles with clear expectations of conduct, the academy safeguards its community and maintains an environment where education can flourish.

