

ACCESS TO OUR SCHOOL PREMISES

This policy should be read in conjunction with the following documents:

School policies:

- Single Equality Policy and school's Equality Statements
- Safeguarding and Child Protection Policy

External documents:

- [Controlling access to school premises \(DfE 11/2018\)](#)
- [Keeping Children Safe in Education \(DfE\)](#)

Principles:

- Our school is a place where we want our pupils and their families to feel welcome, a place to celebrate the work of our pupils, enjoy a variety of school events and for parents/carers to feel able to discuss any problems or concerns they might have. However, we are also responsible for the health, safety and well-being of all of our pupils and staff (as well as other parents/carers) during the school day, before and after school and during any events, meetings or clubs held at school (whether they be run by the school or external providers).
- Our school and its grounds are private property, which means that individuals do not have an automatic right to entry. Parents and carers have what is referred to as an 'implied licence' to come on to the schools premises at certain times, for example:
 - for appointments
 - to attend school events
 - to drop off or pick up children

Trespassing:

- In the interests of safety, the school should not be used as a short cut or by anyone who does not have a legitimate reason (an 'implied licence') to be on the school premises and anyone doing so will be challenged and be regarded as trespassing.
- Trespassing is a civil offence, which means that we can request that any individuals who are not entitled to be within the school grounds to leave. However, should they persist in trespassing, we reserve the right to take civil action in the courts. We will however make every attempt to resolve such situations amicably and will, where possible, write to the individual concerned to ensure that they are aware that they are potentially committing an offence.

Barring individuals from the school premise:

- Whilst it is our aim to ensure that all those with an implied licence to be at school are made to feel welcome and part of our school community, there may be very rare occasions when we have no choice but to bar an individual/s from the school premises if we feel that their behaviour is in any way aggressive, abusive, insulting and/or if their behaviour or language presents a risk to staff, pupils or other adults. It is enough for a member of staff to feel threatened, even if the individual concerned does not intend their behaviour to be threatening in any way.
- Should this situation arise, our policy is to inform the individual/s concerned in writing, either that they have been barred from the school premises or that it is our intention to bar them. However, we will also give them the opportunity to present their side, as it is in everyone's interest that any difficulties be resolved as swiftly as possible. In such cases we will either:
 - bar individuals temporarily, until they have had the opportunity to formally present their side, or
 - tell them that it is our intention to bar them but invite them to present their side by a set deadline

- After meeting with the individual/s concerned, we will decide whether or not to continue with the barring and, where this is the case, we will review the decision within a reasonable time, informing the individual/s concerned when we intend that review to take place.

Removing individuals from the school premises:

- Under Section 547 of the Education Act (1966), it is a criminal offence for an individual who is on the school premises without legal permission to cause or permit a nuisance or disturbance. This can only apply where the individual has already been barred due to previously causing a nuisance or disturbance, as outlined above.
- In such circumstances, the individual will be asked by a member of the school’s management team to leave the school premises and, if necessary, the assistance of the police may also be sought.

Policy review:

- This policy will be reviewed every 3 years or earlier in the event of changes to DfE guidance

DATE RATIFIED	22/04/21
REVIEW DATE	22/04/24
RATIFIED BY	Head Teacher