



Restriction of Access Procedure

Introduction

North Stainley School has adopted a Parents and Carers Behaviour Policy which is based on good practice derived from court judgments and Government guidance. Legal advice is that schools can be confident that the possibility of challenge will be minimised by following this procedure. Government guidance reflects court judgments which show that parents and carers who have children in school have greater rights to be in school than general members of the public. In order to restrict those rights schools must be able to show that they have behaved reasonably and give “offending” adults the opportunity to make representations or apologise.

Restrictions on access must be reviewed periodically. It is inappropriate to refer to restriction of access as “banning” because the subject(s) can still come on to the site with permission. It should be noted that the Policy and Procedure only relates to parents and carers who have good reason to come in to school and does not have to be followed in relation to trespassers or others

Procedure

1. The Head contacts Legal Services using the Legal Advice Helpline (01609 532347) if it is felt that there has been an incident or series of incidents which breaches the Adult Behaviour Policy.
2. An officer discusses with the Head whether restriction of access is appropriate and reasonable – it may be that less serious control measures are appropriate. If restriction of access is thought to be appropriate, a recorded delivery letter will be sent from Legal Services on behalf of the Headteacher to the offending adult(s). The letter will explain why it is believed that the Parents and Carers Behaviour Policy has been breached. It will also state that the adult must not enter the school site until further notice but that the Head will consider any representations or apology received in writing within the following seven days before deciding whether to ratify the decision.
3. The Head takes a view on the decision at the end of the seven days and writes to the parent(s) or carer(s) to say whether the restriction will continue and if so when it will be reviewed.
4. Any subsequent complaint about the restriction by the offending adult should be dealt with by the Chair as a complaint under the Complaints Procedure.

The Parents and Carers Behaviour Policy also mentions restriction of communication in the event of communication which is not polite and respectful. Advice should be taken from Legal Services if this becomes an issue. Further advice should also be taken from Legal Services if Heads are unsure about any aspect of the process.