



PROCEDURE FOR DEALING WITH ASSAULTS AND ABUSE OF STAFF BY STUDENTS

March 2019

SALT Vision Statement:

"Be Extraordinary"

Mission Statement:

We believe that young people achieve their fullest potential when they have a vision of everything their lives could become. The Bible (John 10:10) quotes Jesus as saying, "I have come that they may have life and may have it in all its fullness". As academies, we commit ourselves to inspiring our students, and equipping them with the resilience and determination to unlock their unique gifts and realise their highest aspirations. We aim to achieve this through following distinctively Christian principles, and focusing on four key areas, service, achievement, leadership and teamwork.

**Approved by The Sentamu Academy Learning Trust Board of Directors on 27 March
2019**

Date of next review: March 2022

Sentamu Academy Learning Trust

PROCEDURE FOR DEALING WITH ASSAULTS AND ABUSE OF STAFF BY STUDENTS

1. Responsibilities

The Sentamu Academy Learning Trust Board of Directors has primary responsibility for the welfare of staff. Some of these responsibilities, including the implementation of the Procedure for dealing with assaults and abuse of staff by students, have been delegated to the Local Governing Committee, the Principal and/or senior managers who shall comply with all policies and procedures issued by the Board of Directors and take into consideration any subsequent advice and recommendations given to them by the Directors.

The Board of Directors maintain the right to involve itself in any area of implementing this procedure that it deems appropriate.

2. Definitions

In this procedure the following words and expressions shall have the following meanings:

"Directors" or "Trust Board" means the Board of Directors of the Trust as constituted from time to time, or where appropriate any sub-committee of the Board of Directors.

"Governors" means the local governing body of each Academy referred to as the Local Governing Committee (LGC) as constituted, or where appropriate, any sub-committee of the Local Governing Committee. Each Local Governing Committee has specific delegated powers for the management of the business of each Academy as agreed by the Directors.

"Trust" means the Sentamu Academy Learning Trust;

"CEO" means the Chief Executive Office of the Trust;

"Executive Principal" means the Executive Principal of the Trust and may also be referred to as the "Principal" in this procedure;

"Principal" means the head of the Academy and may also be known as the Headteacher. "Vice

Principal" can also be referred to as a Deputy Headteacher.

3. Procedure for dealing with assaults and abuse of staff by students

- 3.1 Where a member of staff has been assaulted, threatened or verbally abused e.g., offensive language directed towards someone's race, sex, gender, sexual orientation or disability, it should be reported to a member of the Senior Leadership Team immediately and the member of staff should be temporarily relieved from any duties if he or she wishes. The member of staff may wish to consult their trade union at this stage.
- 3.2 If necessary he or she should obtain medical attention.
- 3.3 Criminal acts should be reported to the police by the Principal.
- 3.4 Statements should be obtained from witnesses to the event, however care should be taken to ensure that any police investigation, which may be necessary, is not prejudiced. As a minimum a record of witnesses must be taken. Health and safety reporting procedures should be followed and completed and sent to the Principal as soon as possible.
- 3.5 The member of staff involved will be advised to contact his or her union prior to giving a written statement.
- 3.6 The Principal, or their nominated deputy will seek an account of events from the student involved in the incident and inform parents/carers.
- 3.7 Where appropriate the student concerned will be excluded from the school. If this cannot be effected immediately, the student will be withdrawn from normal lessons and special arrangements will be made to supervise the student until the exclusion.

- 3.8 Where the exclusion is for a fixed period of time discussions will be held concerning the arrangements for the return of the student.
- 3.9 The assaulted or abused member of staff should be consulted and where the member of staff expresses the wish not to have contact with or have the student readmitted to any group that he or she supervises or teaches, all reasonable efforts should be made to accommodate the request.
- 3.10 Where it is considered that this request cannot reasonably be accommodated there should be further discussion with the member of staff. Minutes should be kept of any meetings held.
- 3.11 In the event of a dispute about these arrangements the matter should be considered by the Local Governors under the grievance procedures before the student is reintegrated.
- 3.12 The member of staff will be offered the opportunity of a meeting with the student and his or her parents or guardians at the time of the student's return to school, subject to their agreement.

Note: Throughout this procedure counselling can be available via Occupational Health.

4. Monitoring and review

The Board of Directors has agreed that this policy will be reviewed on a three yearly basis. This review will take into consideration all aspects of applicable legislation and advice current at the time of the review. The next 'Period of Review' will be **March 2022**.