

Broomwood Primary School

Policy for Violence and Aggression

1. POLICY STATEMENT

1.1 The School, as a caring employer, wants to ensure that everything possible is done to reduce the threat from risks of violence and aggression to a minimum. This is done in accordance with the following principles:

- Violence and aggression against staff is unacceptable and employers carry a legal and moral duty on behalf of the community as a whole to do everything reasonably possible (within the constraints imposed by the duty of care to service users and resources) to keep School Staff from harm; those workers have a similar duty to colleagues and themselves
- Service users have responsibilities as well as rights and one of these responsibilities is to not abuse School Staff
- Both risk and harm arising from violence and aggression can be significantly reduced by staff and employers working effectively together, drawing on the evidence of good practice, and with the support of the School. The Governors reserve the right to take appropriate action against the perpetrators of abuse towards staff and pupils
- Good staff care, as far as the risk of violence is concerned, is rooted in a sound human resource and workforce development strategy
- This concerns all staff in every role and setting where there might be an incident of violence and aggression towards staff.

WHAT IS VIOLENCE?

Violence and aggression at work is defined by the Health and Safety Executive as any incident in which an employee is abused, threatened or assaulted by a member of the public, pupil, service user or their family in circumstances arising out of the course of their employment. This may include; verbal abuse, threatening behaviour, serious or persistent harassment and physical assault.

HAZARD = source of potential harm or damage or a situation with potential for harm or damage;

RISK = is a combination of the likelihood and severity of a specified event (accident or incident).

Under Regulation 3 of the Management of Health and Safety at Work Regulations 1999 there is a statutory requirement to assess work related risk to staff. This includes violence and/or aggression.

1.2 The aim of this policy is to set out the responsibilities of managers and employees and to give advice and guidance in:

- Assessing the risk to employees
- Developing strategies for the prevention of incidents
- Identifying reasons for the occurrence and how to prevent similar future incidents
- Dealing with the consequences of violent, aggressive or threatening behaviour so that the safety of employees and others is considered at all Times

1.3 This policy applies to behaviour by members of the public, including service users, but not by or between staff, where other management arrangements exist, i.e. Acceptable Behaviour Policy.

1.4 The School will endeavour, as far as is reasonably practicable, to reduce the risk of violent, aggressive or threatening behaviour towards its employees during the course of their work by:

- Examining and improving working environments and administrative systems
- Improving relevant employee skills through learning and development
- Communicating this policy to staff

1.5 This process aims to reduce those incidents which could lead to members of the public, service users and employees expressing anger in a violent or aggressive way by assessing the risks to employees of violent or aggressive behaviour and providing:

- Safe systems of work
- Appropriate control measures to protect employees
- Relevant guidance and training of employees in how to deal with violence and aggression
- Suitable and sufficient information, instruction, training and supervision as is appropriate

2. CONTEXT

persons are abused, threatened or assaulted in circumstances relating to their work, involving an explicit or implicit challenge to their safety, well-being or health.'

2.2 This definition is taken to include verbal abuse or threat, harassment, threatening behaviour, any assault (and any apprehension of unlawful violence), including harassment and discrimination on the grounds of race, gender, sexual orientation, age, disability, religion or mental health.

2.3 Main legislation is The Health and Safety at Work etc Act 1974, under which:

- Employers have a legal duty under this Act to ensure, so far as reasonably practicable, the health, safety and welfare at work of their employees
- Employees also have a responsibility for taking reasonable care for their own health and safety and that of others who may be affected by what they do, or do not do, and complying with safe systems of work

2.4 The Management of Health and Safety at Work Regulations (MHSWR) 1999 are also important. Under these, employers have a legal duty to assess the risks to employees and **must** make arrangements for the effective management of health and safety through adequate planning, organisation, control, monitoring and review. The risk assessments should, where appropriate, include elimination or control of the risk of employees' exposure to reasonably foreseeable violence and aggression.

3. RESPONSIBILITIES

3.1 The Headteacher & Governors are responsible for ensuring that this policy is implemented and managed effectively in accordance with the County Health and Safety Policy & School Health & Safety Policy.

3.2 The School Health and Safety Committee is responsible for the development of this policy and for monitoring its implementation, including the monitoring of recorded incidents.

Managers / School Leaders & Governors

3.3 The problem of violence and aggression at work is often associated with the main purpose of an organisation such as providing a service to the public. The task of prevention or control through the risk assessment process must be seen as an integral part of the management of the service or enterprise. The School in conjunction with Trafford County Council will support, as far as is reasonably practicable, employees who have become victims of violence and aggression during the course of their work by:

- Assisting with the identification of the assailant(s) or aggressor(s)
- Allowing paid time off to victims, and victim's witnesses who are Trafford County Council employees, to assist police and make court appearances and to consult with their recognised trade union/legal representative
- Where appropriate offering relevant legal advice
- Offering employees confidential welfare counselling and support

Employees

3.4 Employees will have responsibilities to:

- Be aware of the effects of their own actions so as to not escalate potentially awkward situations
- Observe and follow procedures to ensure the health and safety of members of the public, fellow employees and themselves at all times
- Report all occurrences of violence, aggressive / threatening behaviour, verbal abuse and near misses to their manager

PROCEDURE AT BROOMWOOD PRIMARY SCHOOL

- A risk assessment exists which identifies the potential hazards. This is implemented by staff
- All staff are aware of their right to be treated respectfully and at any time when they feel threatened or intimidated by a parent/ any person entering the

school, they are to inform the head teacher. If the head teacher is not present then the School Business Manager should be informed.

- A report will need to be written by the Headteacher and a decision will be made in how to move forward.
- The Head teacher will arrange a meeting with the person demonstrating violence or aggression. The person will then have to sign an agreement in demonstrating appropriate behaviour in the future.
- At the discretion of the Head teacher, the police may need to be informed and an injunction in entering the school premises may be enforced (*Failure to comply may result in prosecution under Section 547 of the Education Act 1996*)
- The victim will be offered appropriate support at the discretion of the head teacher.

EQUALITY STATEMENT

The School & Trafford Council will only commit to policies and practices which will eradicate discrimination and promote equality for all, regardless of age, gender, disability, religion and belief, race and ethnicity and sexual orientation.

This policy and related guidance has been the subject of an Equality Impact and Needs Assessment. This assessment will be integral to all future policy and guidance reviews.

Reviewed Nov 2016

L Hossen

Approved by the Governing Body _____

Date _____