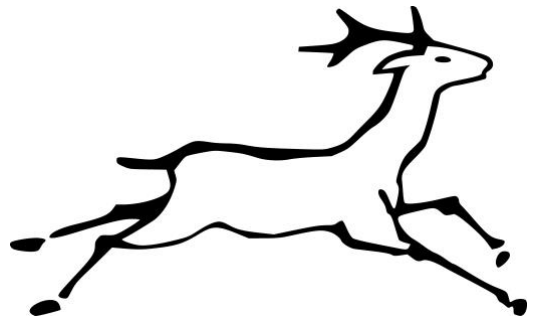




Running Deer School

Visitor Policy

Date published 14/10/25

Date for renew 14/10/26

Running Deer School is a unique setting that offers bespoke curriculum to its students. It will always seek to co-create provisions that best suit the needs of the students. However, it can only do so to the extent to which it is reasonable to do so.

Running Deer accepts that it cannot offer everything to everyone and not everyone will be interested or engaged by Running Deer's offer. To this end a pragmatic approach needs to be taken to set everyone's expectations around what can be done with the resources allocated to us by the local authority.

Running Deer also recognises the impact of previous educational settings and the strength of feelings that can still be present.

Running Deer School will always do its best to support and mitigate these harms. It also recognises that sometimes errors happen, and we will also seek a restorative approach in managing this.

Staff, Students and the wider school community have the right to an emotionally and physically safe working environment and Running Deer school cannot and will not tolerate any behaviours that jeopardises this.

Set below are the terms by which the school we seek to maintain this culture for all staff and students. This policy sits alongside Behavioural, Relational, and Safeguarding policy and is informed by the implicit home/school agreement that families and the school agree when the child or young person starts attending

Wider context

UNICEF states the following as rights relevant to all children and therefore a must in our school:

The following **rights are of equal importance** to every child. **Every child has the right to:**

- **Relax and play** (Article 31)
- Freedom of **expression** (Article 13)
- **Be safe** from violence (Article 19)
- An **education** (Article 28)
- Protection of **identity** (Article 8)
- **Sufficient** standard of **living** (Article 27)
- **Know** their **rights** (Article 42)
- Health and **health services** (Article 24)

[UN Convention on Rights of a Child \(UNCRC\) - UNICEF UK](#)

Any member of staff, pupil or visitor (including families) are agreeing to adhering to meeting these rights and working together in meeting these rights as soon as they enter our school site or correspond with people in the school. Our employees have a right to feel safe, be safe, be always respected and listened to. To this end, a pragmatic approach needs to be taken to set everyone's expectations around what can be done with the resources allocated to us by the local authorities in the best interest of meeting a child's rights and needs.

1. Terms Used

The term "visitor" is used throughout this document to include a parent, carer, guardian, school governor or any other person visiting the school. This also extends to anyone interacting with staff on any platform including email, text, online meetings.

Policy Regarding Visitors and those interacting with school staff.

- 1.1. We welcome visitors to Running Deer School but we must ensure it remains a safe place for pupils, staff and all other members of our community. If anyone has concerns, we always listen to them and seek to address them.
- 1.2. Abusive, threatening or violent behaviour is not tolerated. This includes harassment, the dissemination of misinformation or failure to recognise the school is acting in the best interest of the service users.
- 1.3. In line with that guidance, no meeting at the school may be electronically recorded without the express permission of all parties, and

information obtained without such permission will not be admissible in any proceedings.

- 1.4. Threatening, abusive or aggressive behaviour towards members of the school community can also occur during telephone calls or via electronic means such as email, social media, etc. For the avoidance of doubt, all such contact will be dealt with in line local policies.

2. Known Risk Management

- 2.1. If the behaviour of a visitor to the school gives cause for concern, the situation will be considered by the Headteacher or a designated member of staff. In doing this they will take account of the following factors as part of a risk assessment, before deciding on the most appropriate course of action:

- Has the individual been verbally aggressive/threatening/intimidating?
- Has the individual been physically aggressive/threatening/intimidating?
- What evidence is there? What do witnesses say happened?
- Does the individual have a known previous history of aggression/violence? (Information can only be sought from the police when an official complaint has been made).
- Do members of the school staff/community feel intimidated by the individual's behaviour?
- Have pupils witnessed aggressive/threatening/intimidating behaviour
- from the individual?
- Have pupils been approached inappropriately by the individual?
- Has the individual been abusive to school staff, pupils or other visitors?
- Has the individual been persistently abusive to school staff, pupils or other visitors?
- Was the individual provoked in any way prior to their behaviour and/or does the individual claim to have been provoked?
- Is there evidence of provocation?
- How frequently have the behaviours occurred?
- Is there a risk (low, medium or high) that the behaviour may be repeated?

- 2.2. All incidents must be reported to the Headteacher or the board of directors.

2.3. After evaluating all available information and any other relevant factors, there are several courses of action the Headteacher may wish to take. These can include:

- Inviting the visitor to a meeting to discuss events
- Clarifying to the visitor what is considered acceptable behaviour by the school
- Forming strategies to manage future situations of potential conflict
- Withdrawing permission for the visitor to enter the school site and/or buildings, leaving the meeting or blocking emails or phone numbers.
- Calling for police assistance

3. Legal proceedings

3.1. Where a visitor persists in coming onto the school site even when permission to do so has been withdrawn, it is possible for legal proceedings to be pursued. The options include:

- 3.2. Prosecution under section 547 of the Education Act 1996
- 3.3. Appropriate behaviour contracts
- 3.4. Restraining orders (Protection from Harassment Act 1997)
- 3.5. Prosecution for criminal damage/assault

4. Support for Staff

4.1. If a member of staff is unfortunate enough to be subject to serious physical and/or verbal abuse, there are a variety of sources of support available to them:

4.2. The staff member's line manager or any member of the School's Senior Leadership Team who should be informed immediately so they can provide appropriate support.

5. Support for Pupils

5.1. Pupils who are affected by any incident should be made aware that they can speak to a member of staff. This could be their form tutor, their year team leader, a member of the pupil wellbeing team, or any member of the senior team who will ensure appropriate support is provided. Guidance is provided in the staff handbook.

6. Monitoring and Review

- 6.1. The school will keep an electronic log of any unacceptable behaviour along with the actions taken to address it. The headteacher will also report any incidents and how they have been dealt with to the Board of Directors on a termly basis. Any serious incidents will be reported to the Board of Directors at the point of action.

7. Equality Impact

- 7.1. An equality impact assessment has been carried out for this policy/ procedure and as necessary changes made to mitigate any identified negative differential impact on individuals having one of the protected characteristics contained in the Equality Act 2010.

Contact Us

Running Deer School
Butterdon Wood
Moretonhampstead
TQ13 8PY

Tel: 01647 400201

Email: school@runningdeer.org.uk

Website: www.runningdeerschool.org.uk