Wincle CE Primary School

*Wincle School provides an enriching and outstanding rural education. We nurture the whole individual: body, mind and soul, inspiring rounded, happy, courageous children **who shine in all that they say and do**. Our children exhibit a passion for learning, a confident faith, a loving concern for community and an inclusive respect for all.*

'Shine Like Stars' Philippians 2:15

Intimate Care Policy	
Date updated:	**Brief summary of changes:**
November 2026	Policy reviewed

Statement of intent

At Wincle CE Primary School, we strive to build a strong relationship with parents to help create a stimulating learning environment that continues from school to home, providing all pupils with the opportunity to achieve to the best of their ability.

To create a welcoming and safe learning environment, the school implements a specifically designed set of rules regarding behaviour and conduct which parents are expected to act in accordance with.

All staff members have the right to work without fear of violence or abuse; therefore, physical attacks, threatening behaviour, and abusive or insulting language towards staff members, governors, visitors, pupils or other parents may result in individuals being removed from the premises.

This document outlines the manner in which parents are expected to act whilst on the school premises, as well as detailing the type of behaviour that will not be tolerated.

Legal framework

This document has due regard to statutory and best practice guidance, including, but not limited to, the following:

- DfE (2021) 'Keeping children safe in education (2026)
- DfE (2018) 'Controlling access to the school premises'

This document operates in conjunction with the following school policies:

- Complaints Procedures Policy
- Online Safety Policy
- Child Protection and Safeguarding Policy

Expectations

Our school expects parents/guardians to:

- Act in accordance with this code of conduct at all times.

- Support and reflect the school's ethos and values through their behaviour.
- Set a good example to pupils through their behaviour and the way they interact with staff, pupils and other adults.
- Work together with staff for the benefit of their child.
- Treat all governors, staff members, pupils, other parents/guardians and any other individuals connected to the school with dignity and respect.
- Work with staff members to resolve any issues of concern.
- Where appropriate, clarify their child's version of events with the school to bring about a peaceful solution to any issue.
- Correct their child's behaviour appropriately, particularly on the school grounds where it could otherwise lead to conflict or aggressive or unsafe behaviour.
- Respect the school's property and environment by keeping it clean and tidy.
- Follow the school's procedures for dropping-off and collecting pupils from school.

Inappropriate behaviour

The school takes instances of inappropriate behaviour very seriously and will not tolerate any circumstances that may make pupils, staff members and other members of the school community feel threatened.

Behaviour that the school does not tolerate includes the following:

- Using foul, abusive or offensive language
- Raising voices inappropriately at another individual
- Making racist or sexual comments
- Using aggressive hand gestures, e.g. raising fists and fingers
- Discriminating against any member of the school community, including pupils, staff, governors and other parents
- Bullying, harassment or intimidation, including physical, verbal and sexual abuse offline and online
- Sending abusive or threatening messages, emails or other communications to any member of the school community
- Trespassing on school property without prior permission or implied licence
- Causing intentional damage to school property
- Breaching the school's security procedures
- Using physical violence on the school premises or on a member of the school community, e.g. hitting, slapping, punching, kicking and pushing
- Physically intimidating an individual
- Partaking in unnecessary physical contact with an individual
- Writing or posting abusive, offensive or defamatory comments about an individual or the school, including on social media
- Sending staff aggressive emails or other communications
- Psychologically harassing any member of the school community, including displaying vexatious behaviour which is humiliating for the individual and is damaging to their self-esteem

- Displaying disruptive or other inappropriate behaviour which interferes or threatens to interfere with any of the school's operations or activities
- Threatening any member of the school community in any way
- Smoking on the school premises
- Taking illegal or harmful drugs while on the school premises
- Drinking alcohol on the school premises and within school time, unless it has been authorised by the school
- Driving unsafely within the vicinity of the school

Managing inappropriate behaviour

If a parent/guardian is behaving inappropriately, a report will be made to the headteacher, or the most senior member of staff available in their absence, who will decide on the most appropriate course of action.

Instances of parents/guardians displaying inappropriate behaviour will be managed in a variety of ways, depending on the severity of the situation.

When a parent/guardian has behaved inappropriately, they will be invited to a meeting by the headteacher to discuss their behaviour and to attempt to resolve the issue. Where this initial meeting is not sufficient to resolve the issue, the headteacher, in collaboration with other staff and relevant agencies, will consider what further action may be required. This action, depending on the situation, could include the following:

- Barring the parent/guardian from the school premises
- Contacting the police
- Seeking legal redress through the courts
- Restricting the parent's/guardian's channels of communication to the school, e.g. no longer allowing the parent to send emails to a staff member directly
- Reporting content the parent/guardian has posted online to the website's admin
- Referring the case to children's social care, where the behaviour indicates that the parent poses a risk to children

Any child protection and safeguarding concerns will be addressed in accordance with the school's Child Protection and Safeguarding Policy.

The school reserves the right to escort anyone off the premises who is displaying aggressive or disruptive behaviour. The police may be contacted to provide advice on managing an incident or to assist in the removal of an individual from the premises, where necessary.

The police will be contacted where a parent/guardian is being violent or has committed assault, or where the event has caused harm to an individual.

If a parent/guardian has been previously barred from the premises, or has exceeded their implied access to the premises and is causing a disturbance, the police will be contacted to remove the individual from the premises.

If a parent/guardian persistently displays unacceptable and inappropriate behaviour, this may result in them being barred from the school premises.

Barring from the school premises

The school has the right to bar a parent/guardian from the premises to keep the school community safe. If a parent/guardian is displaying inappropriate or concerning behaviour, they will be asked to leave the school premises. Behaviour that could result in a parent/guardian being asked to leave the premises includes aggressive, abusive or insulting behaviour or language that is a risk to staff or pupils, or behaviour that is making staff or pupils feel threatened.

If a parent/guardian persistently or consistently behaves inappropriately on the school site, or there is a one-off incident of extremely inappropriate behaviour, the school reserves the right to bar this individual from the school site.

The school will either:

- Bar the parent/guardian temporarily, until the parent/guardian has had the opportunity to formally present their side.
- Inform the parent/guardian that they intend to bar them and invite them to present their side.

The headteacher will send a letter to the parent/guardian, informing them of the following information:

- Why they have been temporarily barred or face a bar
- The nature of the bar, i.e. if they are temporarily barred pending their representation or if they must present their side before the decision to bar can be made
- That they have the right to formally express their views on the decision to bar in writing to the chair of governors within 10 working days

The headteacher's decision to bar the parent/guardian will be reviewed by the chair of governors.

The chair of governors will take account of any representations made by the parent/guardian and decide whether to confirm or lift the bar. The parent/guardian will be notified in writing of the decision to uphold or lift the bar.

If the decision is confirmed, the parent/guardian will be notified in writing, explaining:

- How long the bar will be in place.
- When the decision will be reviewed.

Decisions to bar will be reviewed at the end of the agreed timescale, in line with the process outlined above. Following a review, the bar may be lifted or, if there are grounds for continued concern regarding the parent's/guardian's conduct, it may be extended.

Once the appeal process has been completed, parents/guardian that remain barred may be able to apply to the Civil Courts. If a parent/guardian wishes to exercise this option, they should seek independent legal advice.

Monitoring and review

This document will be reviewed on an annual basis by the headteacher and any changes made will be communicated to all parents and staff at the school.

The next scheduled review date for this document is September 2027