



Policy:	Violence and Abuse against Staff
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1. Introduction

The purpose of this Policy and Procedure is to identify how the Academy Trust will support staff who are at risk of violence and abuse. In common with other front line public sector services, staff in education can be subjected to abuse and violence by parents and relatives of pupils, guardians/carers, members of the public as well as pupils themselves.

It is recognised that this is likely to be a small minority of people who act like this. The majority are very appreciative of the support and education given by our employees. However, employees of the Trust should be able to come to work without fear of violence, abuse or harassment by any individual or group.

The Trust recognises that whilst this could occur on the premises, there is a high possibility that this could occur elsewhere. This policy applies as long as the incident is in connection with their work for the Trust.

Whilst there have been only a few incidents involving Trust staff compared to the NHS, the Trust takes the safety of its staff very seriously.

This Policy works in conjunction with the Trust's Policy on Persistent Complaints and Harassment.

2. Legal position

The Trust has a duty of care to protect the health, safety and welfare of its employees "as far as is reasonably practicable" under the Health & Safety at Work Act 1974 and the Management of Health and Safety at Work Regulations 1999.

The Trust will not tolerate abusive behaviour or violence aimed at its staff. It operates a Zero Tolerance Policy and any appropriate instances will be reported to the police.

Abuse can occur in many forms either written or verbal – all are encompassed under this Policy.

Posters to this effect will be displayed in Academy reception areas so that it is appropriately publicised and placed on the website.

3. When to use this Policy

This Policy is not to be used for small incidents which can be easily resolved. It is for serious incidents

- Abuse or discriminatory comments contrary to the Equality Act 2010 eg racial, sexual orientation
- Physical threats
- Assault
- Harassment in any form

This policy should not be used to counter valid complaints which have been raised. These will be dealt with via the Complaints Procedure laid down by the Trust.

It is recognised that there are times when emotions are high and reactions to situations can mean that this policy could be invoked eg a child protection or safeguarding issue. Any connected incident must be recorded and reported and a judgement made as to whether it was a reaction to the situation or actually an issue for this Policy. If in doubt, appropriate action as specified by this policy should be taken.

4. Reporting incidents

All incidents of abuse, threats or violence must be reported to the Principal or other designated senior leader. This should be done in writing stating

- Date of incident
- Who was involved
- Where it occurred
- Any witnesses
- What led up to the incident
- What happened
- What abusive comments, threats or violence happened
- Any previous incidents or issues with this person or any connected persons

If violence is involved the police should be called automatically and a report made to them as well as to the Principal.

The Trust/Academy will take advice from the Policy as to what should happen next which could include

- Banning the individuals involved from the Academy premises
- Pressing charges
- Assisting staff in gaining restraining orders
- Excluding the pupil
- Reporting incidents to appropriate authorities eg MASH

5. Supporting members of staff

The Trust will actively support any member of staff who has been involved in an incident of this type. In addition to the support already offered by the helpline, each employee will be assessed individually as to what other support might assist the member of staff to remain at work or return at the soonest possible opportunity.

The Central HR Department will work with the Academy and the member of staff, their GP or other support to assess appropriate mechanisms for each individual depending on the type of incident. This could include access to counselling or other mental health support strategies.