Ladywood Primary

School



Work Related Violence Policy

March 2014

**Work Related Violence Policy**

**Aim**

We endeavour to minimise the risk to employees by providing a safe and healthy working environment.

**Definition of violence towards employees**

* Physical attack –whether injury occurs or not. This includes sexual and racial attacks.
* Verbal abuse – when an employee feels an unacceptable threat has been made against his/her person. This includes sexual and racial harassment.
* Animal attack – where an animal is used as a threat or tool of violence.
* Property attack – where an attack is carried out against property as a means of intimidating an employee.
* Family attacks – where threats of attack are made against an employees family.

**Measures to prevent violence towards employees**

* All staff will wear electronic badges on lanyards.
* All visitors must report to Reception, sign in using the electronic system and wear a visitors sticker in a prominent place on their clothing..
* All school buildings are secure and access is gained by an electronic key fob.
* Any parents or visitors wishing to see employees must make prior appointments and employees are discouraged from conducting appointments alone.
* Employees conducting home visits must do so in pairs and they leave a timetable of their visits with office staff.
* Employees are discouraged from being alone with individual pupils.

**Action in the event of violence towards employees**

* In the event of an act of aggression or violence towards an employees form HS23(v)2003 is completed and forwarded to the Local Authority and The Barnsley Act 1981 is implemented. A review of the incident is then completed.
* Pupils displaying aggression or violence towards employees are dealt with according to the School behaviour policy and/or in serious incidents advice is sought from the Behaviour Support Service at Springwell.
* All acts of aggression and violence are reported to the Governing Body.

**Monitoring arrangements**

Copies of the completed HS2(v) 2003 forms are kept in school and monitored accordingly by the Strategic Committee of the Governing Body.

**Other policies to be read in conjunction with this policy:**

* Building Security Policy
* Home Visiting Policy
* Health and Safety Policy
* Behaviour Policy

**Policy written by**: Miss C.L Grainger

Updated March 2014

DATE PRESENTED TO AND RESOLVED BY THE STRATEGIC SUB-COMMITTEE

OF THE GOVERNING BODY AND SIGNED BY THE CHAIR: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

SIGNED BY THE CHAIR OF THE STRATEGIC SUB-COMMITTEE:

Mr C Sykes

DATE PRESENTED TO AND AGREED BY STAFF: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_