

## Guidance for Parents/Carers/Visitors Access to Our School or Trust Premises

created October 2021, reviewed January 2024

### Who can enter our school or Trust premises?

All schools are private property and as such people do not have an automatic right to enter.

Parents have an ‘implied licence’ to come on to school premises at certain times. We welcome parents to come on to our school premises at certain times, for instance:

- for appointments
- to attend a school event or attend a school meeting
- to drop off or pick up younger children

Anyone who enters the school without permission would be deemed as trespassing.

### Barring individuals from our school or Trust premises

Trespassing is a civil offence. This means that schools can ask someone to leave and take civil action in the courts if someone trespasses regularly. Our schools will write to identified trespassers to tell them that they are potentially committing an offence.

Schools can bar someone from the premises if they feel that their aggressive, abusive or insulting behaviour or language is a risk to staff or pupils. The school will do this if a member of staff or a pupil feels threatened.

The school will tell an individual if they have been barred or they will be barred in writing. The individual may present their side of the argument to the school for consideration. Any school can either:

- bar someone temporarily, until the individual has had the opportunity to formally present their side
- tell someone they intend to bar them and invite them to present their side by a set deadline

After the individual’s side has been heard, the school can decide whether to continue with barring them. The decision should be reviewed within a reasonable time, decided by the school.

The Department for Education (DfE) does not get involved in individual cases.

### Removing individuals from our school or Trust premises

Section 547 of the Education Act 1996 makes it a criminal offence for a person who is on school premises without legal permission to cause or permit a nuisance or disturbance. Trespassing itself does not constitute a criminal offence.

To have committed a criminal offence, an abusive individual must have been barred from the premises or have exceeded their ‘implied licence’, then also have caused a nuisance or disturbance.

If the school has reasonable grounds to suspect that someone has committed an offence, then they can be removed from the school by a police officer or a person authorised by the appropriate authority (a representative of the Trust as the proprietor of the school).