



The Acorns School

Threatening Behaviour/Abuse Protocol for Alternative Providers of Education and Training

This protocol has been developed to assist and support External /Alternative Providers. It does not attempt to replace any existing Code of Conduct or Behaviour Policy that any provider may have in place.

In the event of any Acorns student exhibiting any behaviour which may be considered to be threatening i.e., the threat of physical violence or destruction of property please consider the following actions;

1. If able, guide/ advise the student to an area of the building which may enable a ‘cooling off’ period. If at all possible, supervise the student even if this appears to be from a distance. Experience indicates that most young people will take the opportunity to calm down and will be prepared to go back to the task allocated after a period of ‘time out’.
2. If the student is not able to go to another area or is not co-operative and the health and safety of others (including that of the individual involved) is of serious concern please allow the student to leave the building. Contact The Acorns School immediately so that Reception staff can contact parents/carers and arrange appropriate transport. If the student refuses to leave the building and the threat of violence or destruction remains or occurs it is advisable to contact the police.
3. If the police are to be contacted under any circumstances, please contact The Acorns School immediately and Reception staff will liaise with parents and senior management.
4. At any other time and in any other circumstances if students leave the premises without permission, contact Acorns reception staff who will follow a protocol for ‘absconding’ students.

Intoxicating Substances

Alcohol and Illegal Drugs– If you consider that the student is clearly under the influence of alcohol/ drugs please contact Acorns. Apply your Code of Conduct or Behaviour Policy. A Review will be scheduled to discuss future action.

Drugs – If you suspect that the student has brought illegal drugs into your Centre for personal use or with intent to supply to others **THIS IS A POLICE MATTER**. Contact the Police and the Acorns School who will make contact with parents/carers. A Review will be scheduled to discuss future action

‘Absconding’ Protocol and Temporary Exclusion from External Providers

This protocol specifically refers to:

Students who leave the premises of any training/education facility between 9am and 3pm or any other site that is part of the organised alternative provision

Exclusion from an external provider after an incident

1. Absconding

- a.** If a student leaves the premises of any training/ education facility including the Acorns School without permission, **Reception staff at Acorns must be informed immediately.**
- b.** Reception staff will contact parents and inform that their child has left without permission. *When parents have been informed of the situation, responsibility for their child is being passed back to them. The school will then follow ‘Supervision and duty of care during the school day’ policy*
- c.** If there is difficulty getting through to Acorns via telephone e.g., engaged tone or going to answerphone and it is considered that a pupil is vulnerable, then telephone Lancashire Constabulary on 101 immediately.

2. Exclusion from alternative/ external providers

There have been occasions when external providers have felt it necessary to exclude students from training provision due to unacceptable behaviour or relating to incidents which compromise health and safety. If a provider considers that this is the case, then the following steps should be taken:

- a.** Inform Reception staff at Acorns who will contact parents
- b.** If parents/ carers have been informed Acorns Reception staff will arrange taxi transport asap to take student home or to designated place indicated by parents/carers
- c.** If parents /carers cannot be contacted the student will be taken to the Acorns School
- d.** The designated duty staff member will receive the student and allocate to a quiet area until parents can be contacted.
- e.** If the designated duty staff member is allocated elsewhere (cover, internal seclusion with student etc) and SLT staff are teaching then the headteacher will be informed and will make arrangements to receive the student.
- f.** A review meeting will be arranged prior to the student returning to the external provision including a member of staff from Acorns and provider staff. Parents/ carers will also attend. This must occur in order to facilitate a positive re-entry into vocational training/ education