



St Francis of Assisi
PARISH PRIMARY SCHOOL

TRESPASS POLICY

Rationale

To protect school facilities and provide a safe and secure environment for students, staff, community members and other people with legitimate reasons for being at the school in accordance with Department of Education Memorandum 97/041, August 29, 1997 and the Schools Reference Guide, whereby schools have been given the power to put into place processes to deal with all trespassers on school premises.

A trespasser is any person who does not have legitimate reason to be on school premises. That is, a person who is on the premises without authority, lawful excuse or behaving in a manner likely to cause breach of peace.

Implementation

- The use of the trespass legislation shall be reserved for the more serious or persistent incidences of trespass.
- Each year the Principal will identify those members of staff and School Board to whom the authority to issue a warning to trespassers has been delegated.
- Each year, the Principal will review trespass guidelines with staff through our Emergency Management Plan training
- A copy of relevant documentation will be given to each person delegated the authority to issue warnings.
- Authorised personnel should first consider their personal safety when determining to deliver a trespass warning.
- The school will action it's emergency plan when dealing with trespasses
- All staff and delegated persons will be briefed as to the appropriate verbal warning that shall be given through the Emergency Management Plan.
- The names of persons who have been given warnings will be made known to staff, delegated School Council members and, if considered appropriate, the local police.
- The school will maintain adequate public signs and documentation to support the Trespass Policy