

HAMLYN BANKS PRIMARY SCHOOL

TRESPASSERS POLICY

AIMS

- To allow optimum use of the school's buildings and grounds for community members with legal and legitimate intentions, while protecting the school environment from the careless or damaging actions of intruders.
- To maintain a safe and attractive school environment for those who live and work within the school community.
- To formalise the ability to issue trespassing warnings to offenders.

GUIDELINES

1. The school environment exists to support the educational needs of the community.
2. Part 10 of the Law and Justice Legislation Amendment Act 1997 indicates that a person who enters the school premises after being previously warned by the Principal not to enter, or in breach of a prominently displayed sign, will be guilty of trespassing if they don't have a legitimate purpose for entering.
3. Schools are not public property, and the Hamlyn Banks Primary School community has a desire to keep the grounds and buildings safe and free from graffiti and any other sociably inappropriate behaviour.
4. We encourage the responsible use of school facilities and signs will identify unacceptable use of the property. Signs will also clearly indicate the location of the School's Office.

IMPLEMENTATION

1. Staff and Council will ensure buildings and grounds are safe, well maintained and promote the responsible use of the school's facilities through communications with the school community.
2. Intruders can be approached directly by staff, but if met with resistance, then the Principal must be notified. Following discussion, a decision will be made as to police being contacted immediately or a second approach made.
3. Where possible, the Principal will issue formal warnings in writing to persons regarded as trespassers, notifying that further trespassing will be considered unlawful and that action will be taken. A written record will be maintained of all trespass warnings.
4. If the names and / or addresses of trespassers are not known, a verbal warning will be issued.
5. The Principal will authorise the Assistant Principal, Leading Teachers and Council President, to exercise powers on their behalf. The Principal may authorise staff and official users of school facilities to exercise these powers. A form will be used to authorise such delegation of power.

6. Local residents should be encouraged to notify police of intruder presence or unlawful behaviour.
7. Surveillance/security options will be investigated if the frequency of damaging or threatening intrusions becomes a concern.

September 2011

Review: September 2015