



Elwood Primary School No 3942

Scott St., Elwood 3184
Telephone 9531 2762 Fax 9531 5497

PROGRAM: Trespass
POLICY NO: 27 March 2010

PURPOSE

1. To support the safety and wellbeing of all members of the school community.
2. To give effect to Department of Education and Early Childhood Development (DEECD) Memo 97/041 which 'gives owners and occupiers of State Schools (and other specified premises) wider and more effective powers to deal with trespassers.

BROAD GUIDELINES

1. The school encourages members of the local community to use school grounds during non school hours in a manner consistent with the provision of a safe environment.
2. A trespasser includes any person who enters onto school grounds (including any buildings)
 - a. without authority (unless for a legitimate purpose)
 - b. without a lawful excuse (unless for a legitimate purpose)
 - c. in a manner likely to cause a breach of the peace.
3. DEECD Memo 97/041 outlines the powers which Principals have in dealing with trespassers, including authorising others to exercise powers on behalf of the Principal

IMPLEMENTATION

1. The office maintains a register of persons to whom this power has been delegated.
2. School Council and Staff are aware of the intent of this Memo and the names of the persons to whom power has been delegated.
3. The power will be exercised judiciously.
4. The community is informed via the newsletter about School Council's practices in recognising and/or encouraging community use of school facilities.
5. Trespassing persons are to be approached and asked to leave. The format of the request is consistent with the language suggested on p.3 of Memo 97/041.
6. A record of this warning is kept on file.
7. The names of persons who have been given warnings are made known to staff, school council members and, if necessary, local police.
8. Physical force is used only in extreme cases.
9. Warning signs to be erected as need is determined by principal and/or council.

RESOURCES

1. Newsletter, signs and/or other means of communication.
2. Police.
3. DEECD Memo 97/041

EVALUATION

Policy to be reviewed in 2013