



Title	Unacceptable Behaviour – Zero Tolerance Policy
Code	LGPGOH&SUB
Author	J.Tossi
Version	001
To be reviewed	April 2011
Setting Details	Linton Granta Playgroup and Toddlers Linton Village College, Cambridge Road, Linton, Cambridge, CB21 4JB Tel. 07806 744 864 Email: info@lintongrantaplaygroup.org.uk

Introduction

Linton Granta Playgroup and Toddlers has a duty of care to provide a safe and civil working environment for our workforce, committee and people visiting our premises.

The Committee considers unacceptable any form of behaviour that is:

- o Demeaning
- o Derogatory
- o Abusive
- o Aggressive
- o Threatening
- o Intimidating
- o Violent

Any unacceptable behaviour towards our workforce, committee or anyone on our premises will not be tolerated. We will take action against anyone who behaves in an unacceptable manner.

Any person who behaves unlawfully will be reported to the Police and we will seek the maximum penalties available in law.

We will prosecute anyone who commits a criminal act against our workforce, property or assets.

Commitment of the organisation

We are committed to protecting the health and safety of our workforce and others at our premises. We consider all persons to be strictly liable for their actions and will not tolerate unacceptable behaviour under any circumstances.

Our workforce will receive our backing and support and anyone behaving in an unacceptable manner will be subject to our procedures and the associated sanctions.

We deem this sort of behaviour totally unacceptable and anybody that behaves in this way will not be served by us and will be asked to stop the behaviour immediately or

leave our premises.

Our policy is one of zero tolerance and a single act of unacceptable behaviour will trigger sanctions.

Equality and Diversity

We believe that everyone has the right to be treated equally, with respect and to feel safe and secure.

We will promote equality and diversity in the provision of our services and we will not tolerate discrimination.

We will make sure that no person or group will be treated less favorably than any other person because of their disability, ethnicity, colour, race, gender, sexual orientation age or group.

We have a member of staff designated to be Equalities Named Co-ordinator (ENCo)

Procedure for dealing with unacceptable behaviour

In circumstances where any form of unacceptable behaviour is experienced the perpetrator should be informed that this will not be tolerated and asked to stop or leave the premises with immediate effect.

Should the perpetrator fail to comply with this request and we believe there is a potential threat to people, property or assets immediate actions should be taken to:

Ask a member of staff or to provide assistance.

Contact the emergency services as detailed in the Intrusion/unwanted visitor procedure.

If you feel the safety of yourself, co-workers, visitors or the children is at risk and are unable to use a telephone strike the nearest fire alarm button and await assistance.

This policy was adopted at a meeting of Linton Granta Playgroup		
Held on	27 th April 2010	
Date to be reviewed	April 2011	
	First signatory	Second Signatory
Signed on behalf of the Management committee		
Name of signatory	Vanessa Webb	Alison Livermore
Role of signatory	Chair	Secretary