

FACT SHEET

TRESPASS ON SCHOOL PREMISES

Schools are responsible for the safety of all students, staff and visitors. While visitors are welcome at schools, all visitors to school premises must be granted permission by the principal or their delegate. There may be instances where a school is faced with a person(s) who is trespassing. In such instances, a trespass notice may be issued by the principal or delegate.

Further detailed information can be obtained from the [Trespass on School Premises guidelines](#) (staff access only).

What does trespass mean?

Trespass is defined in common law as the act of knowingly entering another person's property without permission. As defined by the [Trespass Act](#) (NT), a person is trespassing if their presence on the school premises is unlawful, unwanted or without reasonable excuse.

Who provides permission to enter the school premises?

In line with the [Trespass Act](#) (NT), the principal of the school or authorised delegate (as appropriate) is the legal occupier of the school and is entitled to grant permission for persons to enter the school premises and also direct them to leave.

Who might seek to enter the school grounds?

Parents, family, contractors or other people on official business may seek to enter the school premises during normal operating hours. All visitors to a school must ensure that they present at the school reception/office and register as an authorised visitor.

Frequently Asked Questions (FAQ's)

1. I have been issued with a Trespass Notice. What does this mean?

- If you are believed to be trespassing the principal or their delegate are legally allowed to issue you with a Trespass Notice.
- You need to stay off the school premises for which the Trespass Notice was issued for **12 MONTHS** or until such time as the notice is withdrawn.
- If you are found on the premises during the active period of the notice, you will be committing an offence under the [Trespass Act](#) (NT) and may incur a fine.

2. How do I appeal a trespass notice?

If you believe that you have been wrongfully issued with a Trespass Notice, please contact the principal, as per the Department of Education's [Complaints policy](#). You can also contact the Department of Education's complaint line on (08) 8901 1371 or by email schoolops.det@nt.gov.au