



BEHAVIOUR POLICY

Approving Body:	Headteacher
Date Approved:	September 2020
Review Date:	September 2021



MISSION STATEMENT

- We are committed to high standards in all that we do
- We aim to provide a stimulating and caring environment where students feel happy and secure
- We encourage everyone to make the best of themselves and to achieve success
- We will have a whole-school approach to meeting the needs of students by involving all staff in addressing the individual needs of students in order to achieve their full potential.

AIMS

The Academy has a whole school approach to meeting the needs of students by involving all staff in addressing the individual needs of students in order to achieve their full potential. This is to encourage students to:

- learn to develop an understanding of the ways in which their behaviour affects their own learning and the learning of other students
- share in the creation of a positive and orderly atmosphere where teaching and learning can take place without interruption and where students feel valued, happy and safe
- learn to control and take responsibility for their own behaviour
- learn to develop a responsible, supportive and caring attitude towards other people and know that their behaviour has an impact on others
- develop a respect for property and the environment in which we all work

OBJECTIVES

We intend to:

- provide effective teaching and learning which supports and encourages positive behaviour and attitudes to learning
- raise and develop staff awareness of individual behaviour needs
- provide staff with strategies to meet individual behaviour needs
- provide students with strategies and appropriate programmes to address their individual behaviour needs

- provide a safe environment for students, staff and visitors through the clarification of expectations of roles, rights and responsibilities

PRINCIPLES

The Academy aims to:

- value and promote good relationships between staff, students, parents and the community
- encourage self-discipline and personal responsibility
- help students to develop social skills and to become responsible, well-adjusted individuals willing and able to contribute to a caring society
- assist with educational, vocational and personal guidance and counselling to enable students to make sensible and realistic choices
- respect the views and beliefs of others
- value equality of opportunity
- encourage full attendance and punctuality
- monitor progress and reward achievement
- promote positive support and liaison with parents, carers and appropriate outside agencies

PRACTICE

The Academy operates a Code of Conduct for students built around the core belief that everyone should behave in a manner which shows:

- respect for others
- respect for school
- respect for self

PROCEDURES

At the Academy we have high expectations of our students. They should arrive at school and their lessons on time. We expect them to follow their agreed timetable at all times and turn up to lessons with the appropriate equipment. They should be in uniform as specified in the school prospectus. We expect them to behave in an appropriate manner and display a positive attitude towards their work.

The Academy has clearly identified procedures in relation to whole school behaviour management in order to ensure:

- consistency and fairness
- clarity of expectations for both staff and students

- effective communication

The following procedures are clearly linked with the SEN Code of Practice, PSPs and other relevant policies.

REWARDS

The Academy considers the use of rewards to be a key part of the behaviour management strategies used by the Academy. All staff should aim to praise and encourage students at every opportunity. Rewards should be used consistently across the Academy and by all staff. All students should have the opportunity to be rewarded for their contributions to the school community.

A reward can take many forms:

- spoken praise
- written praise, e.g. comment on work, in Student Planner
- house points
- comments on reports
- certificates
- positive contact with home, e.g. phone call, text message, Email, letter, postcards

HOUSE / ACHIVEMENT POINTS

These are awarded from the following categories:

- outstanding piece of work in lessons
- outstanding contribution to lessons or subject area
- sports activity
- performing arts activity
- participating in an extra-curricular activity

Trophies are allocated at the end of each year for the winning House. Students will work towards gaining certificates of achievement at a variety of levels.

In addition, curriculum areas can award achievement prizes each term in relation to progress/outstanding achievement in their subject area and Heads of House should award prizes for attendance. On a half-termly basis Heads of House will ensure that certificates and tangible rewards are given to students at appropriate times.

End of year Commendation Evenings take place for each House where achievement in subject areas is celebrated. An annual Presentation Evening is held to recognise students outstanding academic achievement and outstanding contribution to school.

Sports ties are awarded for a consistent high level of commitment to school sport.

PLEDGES

Students are encouraged to gain a breadth of experience at the Academy by achieving Pledges. Pledges are awarded for contributing to extra-curricular events, community projects and cultural experiences. Upon completion of the Pledge Passport students gain an invitation to the Year 11 Prom.

DEALING WITH INAPPROPRIATE BEHAVIOUR

It is the responsibility of all staff to deal with inappropriate behaviour as part of their normal day-to-day practice, both in the classroom and around the school. Further support is available through designated curriculum support, the 'On-call' system, Heads of House and Senior leaders.

SANCTIONS

Although we would wish to view all aspects of school life in a very positive way, it would be unrealistic to expect that we do not need sanctions in order to register disapproval of unacceptable behaviour and as a last resort to protect the necessary authority of teachers and the stability and security of the school community.

Sanctions may include:

- verbal rebuke
- asking students to move places
- organised seating plans
- removing a student from a lesson to discuss an incident
- a short 'cooling off' time outside the classroom with the expectation that the student re-joins the lesson
- making good any damage or tidying mess caused by the student
- confiscation of articles from the student

Serious disruption may require the involvement of the Head of Faculty or the use of the 'On Call' system when appropriate. If either of these are employed, the student may be removed from the class to work in isolation or at the back of another class.

REPORTS

The Academy has a sequenced reporting system made up of Tutor Reports, Head of House Reports and SLT Reports. All follow the same format and require the student 'on report' to discuss their report with the relevant member of staff at the end of each day and to share it and the progress they are making with their parents. When placed on report, the targets for improvement and the expected review date are identified and recorded to ensure the student is aware of the expectations set and the date by which they are expected to have made satisfactory progress.

In addition to the pastoral reports, the school also operates subject area reports. These reports differ to pastoral reports as they only refer to targets within a specific subject area and track progress over the subject lessons. They are completed by the subject teacher each lesson and monitored weekly by the curriculum leader. The student and parents are also invited to comment on the progress being made. It is the responsibility of the curriculum manager to inform tutors when a student is placed on this report.

Students 'on report' will be identified for the Head of House and their progress discussed on a regular basis. In all cases, the care of the report is the responsibility of the student.

DETENTIONS

Detentions may be set before or after school or at lunch or breaktimes. For any period lasting longer than 10 minutes, this must be communicated at least 24 hours in advance.

Students who have to be removed from a lesson (On Call) or who fail to attend an initial Subject Detention are issued with an After School Detention lasting up to one hour. These are issued and supervised by the Faculty Leader and parents will be informed, providing, when possible, at least 24 hours in advance notice.

Heads of House administer Detentions for punctuality and/or uniform issues on a set day after school and these last for either 30 or 45 minutes, depending on the nature of the offence. Again, this is communicated to inform parents is sent home providing, when possible, at least 48 hours' notice.

ACADEMY ISOLATION

A student can be placed in Academy Isolation if it is judged appropriate to separate them from their peers for a fixed period of time. The room is normally staffed by Senior/Middle Leaders. Student referrals are made by Heads of House and Heads of Department to the relevant SLT line manager. This will include students who fail to attend the one hour Faculty Detention.

Students are expected to work in silence and produce pieces of work during the day. Students spend break and lunchtime in the Academy Isolation room.

FIXED TERM EXCLUSIONS

The school endeavours to provide a range of provision in order to support the different learning needs of students and in order to ensure that where possible students are included within the school community. However, at times it may be necessary to remove students from lessons, their normal provision or the school if, despite support and encouragement, seriously violate the school rules, or where the continued presence of the student is a serious threat to the safety and/or learning of others.

Permanent exclusions will only be carried out, as a last resort, when other strategies have failed or the incident is of a particularly serious nature. In all cases of any of these sanctions, the school will work in line with DfE guidelines. The decision to issue an FTE, will be at the discretion of the Head teacher or, in their absence, another member of the Senior Leadership Team. Permanent exclusions will always be at the discretion of the Head Teacher, A meeting, following a specific format, will be arranged for the student and his/her parents following any sanction that has resulted in any adjustment to their provision (excepting use of isolation). These meetings will be led by a senior member of staff, and will plan a way forward to help the student avoid similar behaviour in the future. Further information on the nature of the meeting that takes place once a student returns to school is provided below.

The school will issue FTEs that vary in length and normally up to no more than 5 days. This will typically be as outlined below, however for more serious incidents the school may choose to adjust the approach including immediate longer or permanent exclusion. The academy retains the right to apply FTEs flexibly depending on the specific circumstances.

1. 1 day – normally issued once only
2. 2 days – normally issued once only

3. 3 days – normally issued once only
4. 5 days – normally issued up to three times per student

If a student has received three 5-day FTE then they are considered at risk of permanent exclusion and this will have been discussed in readmission meetings. At this stage, there will have been a wider variety of interventions put in place, working in partnership with parents and the Inclusion Manager. Should there not be a significant and sustained improvement in behaviour, supported by the interventions agreed, then a decision will be made about the suitability of the current school provision, which may lead to the brokering of Alternative Provision (AP) at a Trust approved provider with the agreement of the parent, or the consideration of permanent exclusion.

The type of meeting that takes place will vary from student to student and is in line with DfE guidance. Typical examples are:

- Re-admission meeting with Head of House
- Readmission meeting with Head of House and SLT Link
- Governor Behaviour Panel – a meeting with representative of the Governing Body and the Head of School to affirm the school expectations on behaviour and agree next steps
- Governor Discipline Committee - a meeting with representation from 3 members of the Governing Body to decide as to the suitability of the sanction (over fifteen days FTE in a term or between 5 and 15 days where parent representation has been made) or a permanent exclusion.

SUBSTANCE ABUSE/DANGEROUS WEAPONS

All substances or dangerous weapons e.g. alcohol, solvents, drugs, weapons will be confiscated immediately and not returned to students. Relevant action will be taken in respect of the student which will be dependent on the nature of the substance/dangerous weapon and the action taken by the student.

STAFF AUTHORITY

All classroom staff have the authority to operate all the school sanctions detailed above with the exceptions of isolations and exclusions. All other adults working in the Academy are included in our behaviour management systems and deserve equal respect from the students. Consequently all staff can make referrals for school sanctions through their line manager or relevant classroom staff.

LEVEL OF SANCTION

One off, minor incidents of disruption in lessons or inappropriate behaviour will normally attract sanctions such as a verbal rebuke, isolation for a short period or detention. More serious incidents of disruption or misbehaviour may well result in isolation or exclusion. Unless there are very exceptional circumstances, any student verbally abusing, intimidating or assaulting a member of staff will be excluded. If a student repeats inappropriate behaviour or persistently disrupts the learning of others, the seriousness of the sanction will, under normal circumstances, increase. The Academy will make reasonable adjustments under the Equality Act 2010, in respect of safeguarding and students with special educational needs (SEN).

EDUCATION AND INSPECTIONS ACT 2006

The Education and Inspections Act 2006 introduced new statutory powers for schools regarding behaviour and discipline. The new powers give any member of staff in lawful control of children the right

to regulate students' conduct and impose sanctions. These powers can extend to students outside school on school events, when travelling to and from school or when the students' behaviour seriously undermines the authority or reputation of the school.

School staff now have the legal right to confiscate articles from students, to search students for offensive weapons, to use reasonable forces of restraint, and can issue detentions. Further details of this Act can be found on the DfE website at <https://www.legislation.gov.uk/ukpga/2006/40/contents>.

POLICE INVOLVEMENT

If the school has knowledge that an incident of a criminal nature has taken place either in school or at a school event, we will under normal circumstances contact the police.

CHILD PROTECTION /SOCIAL SERVICES INVOLVEMENT

The Academy has a named person who is responsible for child protection. All child protection concerns are referred directly to the Child Protection Officer who will take relevant action in line with child protection procedures. Where appropriate, the Child Protection Officer will inform the tutor and the relevant pastoral manager of the issues. Contact with Social Services is made by the Child Protection Officer, Heads of House, SSC/Inclusion Manager or relevant member of the SLT.

PARTNERSHIP WITH PARENTS

The Academy aims to work in partnership with parents and recognises the value this partnership has in supporting the management of students' behaviour. The Academy welcomes parents into school to support learning, to share in the achievements of students, for social purposes and to share in the solving of difficulties in relation to students who are experiencing problems. The Academy encourages staff to make contact with parents, if relevant, and this includes contact of a positive nature as well as when support is required in solving problems. All contact with home should be in line with school policy.

EQUAL OPPORTUNITIES

The Academy aims to ensure that equal opportunities are provided for all students. The behaviour management programmes aims to ensure that all students have equal opportunity to access the learning provision provided by the school. All behaviour data will be monitored to ensure that no specific group is disadvantaged in relation to access.

REVIEW OF THE POLICY

This policy will be reviewed regularly. All relevant parties will be involved in this review.

REFERENCES TO OTHER POLICIES:

The following Academy policies also need to be read in conjunction with this Behaviour Policy:

- Anti-Bullying Policy
- Safeguarding Policy
- Child Protection Policy
- Wider Curriculum Policy

Further Information/Guidance	Keeping Children Safe in Education
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Appendix 1 - Behaviour protocols during the Coronavirus (COVID-19) outbreak.

Any student who commits serious or persistent breach of the new COVID-19 protection rules may be sanctioned by the headteacher using the full range of sanctions available, dependent on the seriousness of the breach, up to and including in extreme cases permanent exclusion.