

Behaviour Policy

Member of SLT Responsible for Policy:

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Introduction

To be successful, a school must promote good behaviour among its students and create an orderly atmosphere for learning. We aim to provide an orderly, caring learning community where ALL students have the right to learn and ALL teachers have the right to teach.

Our CARE Values

Cooperation	We work together and support each other so that we all achieve our best.
Aspiration	We set ambitious goals for ourselves and strive every day to achieve them.
Resilience	We won't be beaten when things go wrong. We know that's a chance to try again.
Excellence	We are in pursuit of excellence in all we do. We will become the best that we can be.

Code of Conduct for students

Students are expected to treat others as they would wish to be treated themselves, showing courtesy and consideration to fellow students, staff, visitors and local residents.

Pupils should:

- Arrive at lessons punctually and enter the room in an orderly way.
- Bring all the necessary equipment so that you do not have to borrow from others.
- Listen carefully to your teachers, follow instructions and always try to answer their questions.
- Treat all staff and students with respect at all times.
- Work to the best of your ability and aim to complete all tasks you have been set.
- Take pride in the appearance of your work.
- Ask for help if you do not understand or if you are not sure what to do.
- Do not disrupt the learning of other students.
- In practical areas, obey all safety rules and use appropriate safety equipment.

Peer on Peer Abuse

At Shrewsbury Academy we do not tolerate any form of abuse. Peer on Peer abuse will be challenged and dealt with in line with our Child Protection policy. This will be recorded on our CPOMS system. All forms of hate crime will be reported to the local authority. Please see Safeguarding and Child Protection policy.

Expectations

We expect these from **all** students, **all** of the time:

Prepared

- Always come to school wearing the correct uniform
- Always come to school with the correct equipment

Punctual

- Arrive at school on time
- Be punctual for every lesson

Participate

- Take part in lessons by completing all work set and asking appropriate questions
- Make the correct choice about behaviour and refocus if asked to do so

Polite

- Treat all members of the school community with respect at all times
- Follow all reasonable requests from adults without question

Personal Appearance and Property

- Always wear the correct uniform, including your tie, blazer and leather shoes. Skirts should be tailored. Remember that a smart appearance helps create a good image for yourself and for the school. If you are in incorrect uniform you will be given correct uniform.
- Avoid extreme hairstyles etc.
- Facial piercings are not permitted. This also includes clear studs.

- Outdoor coats should not be worn around school.
- Look after your own belongings and respect those of other people.
- Do not bring Drugs, Alcohol, smoking paraphernalia or dangerous items to school (such as matches, knives or fireworks). Bringing these or any other items to school which are dangerous could result in a fixed term or permanent exclusion from school.

Lesson Grading

At the start of every lesson pupils will be given a Grade 2 on the SIMs register. All students' attitude and focus will be monitored within lessons; the expectation is that everyone's behaviour for learning is at least 'Good'. All students should strive for 'Outstanding'.

At the end of each lesson, as part of the plenary/evaluation a grade will be awarded to the student.

1. Outstanding
2. Good
3. Requires improvement
4. Inadequate

Students who are given a 3 or 4 will be given a behaviour log from the class teacher and the appropriate sanction. It is expected that staff will contact home regarding this.

Students' grades are converted weekly into CARE points. All students will have an average overall grade weekly for their behaviour for learning.

Students who are regularly receiving a grade 3 for their lessons will be put on a 'Chance' report and their behaviour will be monitored daily.

There will be a major focus on the planner this year and all students will be expected to bring their planner every day.

Form Tutors will issue a detention if any students do not have their planner and a spare line sheet will be provided for that day. The student must report to their form tutor at 3pm. Form Tutors will be expected to contact parents for the lack of planners.

Staff can record the following in the planner; lack of Homework, Incorrect uniform, Lateness, Students not being prepared for learning, lack of effort and poor behaviour outside lessons.

If students get 8 lines in a week they will have a KS detention. The member of staff filling in line 8 will need to email Rachel Powell and the student will be issued with a detention. Repeat offenders will be placed in isolation.

Rewards

We expect all students to behave well, work hard and achieve their full potential. All students like to be praised for their effort and achievements.

Verbal praise

Staff should aim to praise students as often as possible that is quick, simple, personal and effective reward to make students feel valued and that their efforts are acknowledged.

CARE Points

Each week students will automatically receive CARE points relating to their average lesson grading score.

Teachers can also nominate students for CARE points on a daily basis.

Termly Celebration Evenings – Oscars

Students achieving significant personal success in any aspect of the school curriculum will be invited with their parents to join in our Oscars Evening each term.

Curriculum leaders are asked to nominate high achieving students in each year group to receive prizes. The Senior Leadership Team will also nominate students for our CARE awards.

Using CARE points

Students will be able to use their CARE points to purchase rewards.

Poor behaviour outside of school

When dealing with an 'out of school' incident, the Pastoral team will investigate and consult the Deputy Headteacher KS4/ Assistant Headteacher KS3 regarding action to be taken.

Students may be disciplined for misbehaviour when:

- Taking part in any school-organised/school-related activity.
- Travelling to or from school.
- Wearing school uniform.
- They are in some other way identifiable as a student at Shrewsbury Academy.
- Their behaviour could have repercussions for the orderly running of the school.
- Their behaviour poses a threat to another student/member of the public.

- Their behaviour could adversely affect the reputation of the school.

Mobile Phone Policy

Whereas many schools ban students from bringing mobile phones to school, we have never felt this to be an appropriate approach for our students. We appreciate that many parents want their children to have phones for safety reasons and ease of contact.

Mobile phones are not to be seen once in the school building. They are not banned from use outside the school building.

If a student has a phone visible in the school building they will be expected to hand it over and collect it at the end of the day.

Repeat offenders will have their phone taken away and parents will be contacted to collect the phone. If a student refuses to hand over their mobile they will be placed in isolation.

Consequence System

In all classrooms we aim for praise to outweigh consequences. We need to concentrate on **positive aspects of behaviour**.

When students behave inappropriately staff will provide them with a cool, mechanical, emotionless response. Save emotion, passion, enthusiasm and excitement for when it has most impact – when students behave appropriately.

Staff will:

Be a positive role model

Smile; be enthusiastic about working with the students and about the content/context of the lesson. Discuss how successful learners deal with the frustrations and create a calm atmosphere.

Give Achievements and Praise

Apply achievements and praise with care – be sure you have explained why a student has received the achievement or praise as some students may feel that individuals are given acknowledgements unjustly.

Start each day with a clean slate

Make sure that incidents have been dealt with from prior lessons. (Staff will clean their consequence boards at the end of the day). Students should be spoken to in the consequence detention.

Be consistent

Staff will use this and only this approach with **all** students as they must perceive this as a predictable, reliable and consistent pattern. State the facts when you describe behaviour and do not invite discussion by phrasing your comments as questions, e.g. “Why are you talking?” Rather, “I’ve asked you not to talk, C1?”. Ensure that students know it is your priority to maintain the pace of your lesson for the benefit of all students.

The Consequence system does not mean that other effective behaviour management strategies can not be used.



Choice, Chance, Consequence System

C1- Choice First negative behaviour

“You are talking, what is the rule about talking? If you choose to keep talking that is a C1.”



C2- Choice Second negative behaviour

“You have again chosen to talk, you have now moved to a C2.”
The student’s name **must** be written on the board at this point.



C3- Chance- (Lesson Grading 3) Third negative behaviour

“You are on the verge of leaving the lesson because you are not behaving appropriately.
This is your final chance.”
Students will receive a 10 minute class teacher detention after school on the same day.



C4 – Consequence (Lesson Grading 4)

“You have now moved to a C4 because ... which means you can no longer stay in the room.”
At this point the student must leave the room with the member of staff on call and go to the IDENTIFIED DEPT room.

STUDENTS WILL ALSO RECEIVE A 45 minute DEPT DETENTION AFTER SCHOOL AS SOON AS POSSIBLE AFTER THE INCIDENT and this behaviour and detention must be recorded on SIMS.



C5 – Consequence Room

Fifth misbehaviour (in THE DEPT RM) or an immediate C5 means that the student is sent to the Consequence room for the remainder of the lesson.

Students will receive a 1 hour detention with the Head of Department which again must be recorded on SIMS.

Immediate C5

Violence, Swearing at staff, Health and safety

Behaviour and Sanctions

<p><u>Form tutor detention</u></p> <p>(10 minute detention – recorded in planner lines)</p>	<ul style="list-style-type: none"> • Late to registration • No planner
<p><u>Class teacher/HOD detention</u></p> <p>HOD/KS Coordinators will support students and staff with attendance of the detentions.</p> <p>(C3 – 10 minute detention) (C4 - 45 minute detention) (C5 – 1 hour detention)</p>	<ul style="list-style-type: none"> • Walking away from staff • Talking • Uniform • Truancy • Eating in lesson • Off task behaviours • Defiance • Swearing
<p><u>KS Detention</u></p> <p>(1 hour detention)</p>	<ul style="list-style-type: none"> • Smoking • Poor behaviour in HOD detention • Poor behaviour at break/lunch • Inappropriate use of ICT • Bullying • Violence • Swearing at staff • Health and safety • Vandalism • Persistent lateness • 8 Planner Lines in a week

<u>Isolation/Exclusion</u>	At the discretion of the Assistant Head of KS 3 and Deputy Head of KS 4 concerning serious issues of any of the above behaviours.
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If a student receives three C5 /removals in one day they will be in isolation for a day and parents will be invited in.

Planner Lines.

- ▶ If a student gets 8 planner lines in a week they will have a KS detention. The member of staff filling in line 8 will email R Powell and the student will be issued with a detention.
- ▶ Repeat offenders will be placed in isolation.

Consequence Room

The consequence room is used when a C5 sanction is issued. The member of staff on call will place students in the consequence room when no other resolution can be implemented.

Their class teachers will be asked to send appropriate work to them which they will complete with support from the supervising member of staff. They may also spend part of this time discussing the reason for their internal exclusion and agreeing a way in which to move forward. Inappropriate behaviour in the consequences room could lead to a fixed term exclusion.

Parents will be notified at the end of the day if their child has been in the consequence room via SMS service.

Isolation

Students will be placed in Isolation where their behaviour could otherwise have resulted in a fixed term exclusion. These sanctions are booked in advance following investigations into each individual incident. Parents and carers are notified and pupils are in isolation. They spend their break and lunch in detention. Insufficient work completed or inappropriate behaviour will lead to the isolation being repeated.

Any students refusing to do isolation will be excluded and will repeat the isolation on their return.

Fixed Term Exclusion

We will endeavour to avoid exclusions from school whenever possible. A decision to exclude a pupil for a fixed term is taken only in response to a serious breach of the school behaviour policy.

If a parent fails to attend this meeting the student will be placed in isolation for the remainder of the day until the parent attends. If no contact is made by the parent a home visit may be necessary.

Return from Exclusion meetings

Reintegration meetings are held between the Head of School, SLT, any other pastoral staff as appropriate, the student and the parent/carer when a student's returns from an exclusion. At this meeting the student's behaviour will be discussed and ways to modify this behaviour will be explored.

Pupil Learning Centre

Students at risk of permanent exclusion may be referred to the PLC. The PLC will provide students with a calm environment to further enhance and support student's educational experiences and outcomes.

Pupil Support Programme

Students at risk of permanent exclusion, or at risk of becoming disengaged due to repeated fixed term exclusions and Isolations, may be placed on a Pupil Support Programme. The PSP is a school-based young person centred approach to address the inclusion of young people with challenging behaviour from a range of perspectives. This will require regular meetings with parents and school to support the student to prevent a permanent exclusion.

Pupil Planning

If a PSP does not support a student to modify their behaviour we would then make a referral to a Multi-agency panel with the Local Authority.

Permanent Exclusions

This is the most severe sanction available to a school. As such it is very rarely used at Shrewsbury Academy and is reserved for the most grave or repeated breaches of discipline, where the Head of School feels that the relationship between the school and student has entirely broken down, or that the student represents such a threat to the education or safety of others in the school that the only solution is a fresh start at another establishment.

Parents have the right to appeal against the Head Teacher's decision to a panel of Governors. Work will be set for the excluded student until the appeal has been heard.

Appeals

Parents have the right to appeal to the Governors at all stages of exclusion from School. The Local Governing Body has the power to reinstate a student who is excluded where the exclusion is for more than five days or is permanent, or where the exclusion involves the loss of an opportunity to sit a public examination. Parents must be informed of their right to appeal against an exclusion to the governing body. If the student is excluded permanently, parents have a formal right of appeal to an independent appeals committee.

Behaviour of Parents/Carers and other visitors to the School

Shrewsbury Academy encourages close links with parents/carers and the community. We believe that pupils benefit when the relationship between home and school is a positive one. The vast majority of parents, carers and others visiting our school are keen to work with us and are supportive of the school. However, on the rare occasions when a negative attitude towards the school is expressed, this can result in aggression, threatening behaviour, written, verbal and/or physical abuse towards a member of the school community.

Violence, threatening behaviour and abuse against school staff or other members of the school community will not be tolerated. When formulating our school procedures, reference was made to the DfES document "A Legal toolkit for schools-Tackling abuse, threats and violence towards members of the school community". A poster indicating that such negative behaviour is not acceptable is displayed in the school reception area. There will be a code of conduct for visitors when signing in.

We expect parents/carers and other visitors to behave in a reasonable way towards other members of the school community. The following outlines the steps that will be taken where parent/carer or visitor behaviour is unacceptable.

Types of behaviour that are considered serious and unacceptable

The following list outlines the types of behaviour that are considered serious and unacceptable and will not be tolerated towards any member of the school community. This is not an exhaustive list but seeks to provide illustrations of such behaviour:

- Shouting, either in person or over the telephone
- Speaking in an aggressive/threatening tone
- Physical intimidation e.g. standing very close to her/him
- The use of aggressive hand gestures/exaggerated movements
- Physical threats
- Shaking or holding a fist towards another person
- Swearing
- Pushing

- Hitting e.g. slapping, punching or kicking
- Spitting
- Racist or sexist comments
- Sending inappropriate or abusive e-mails to school staff or to the general school e-mail address
- Publishing or posting derogatory or inappropriate comments which relate to the school, its pupils or staff/volunteers on a social networking site
- Breaking the school's security procedures

Unacceptable behaviour may result in the Police being informed of the incident.

Procedures for Dealing with Unacceptable Behaviour

When a parent/carer or member of the public behaves in an unacceptable way during a telephone conversation, staff at the school have the right to terminate the call. The incident will be reported by staff to the Senior Management Team. The school reserves the right to take any necessary actions to ensure that members of the school community are not subjected to verbal abuse. The school may warn the aggressor, ban them from school, and/or contact the police.

When any parent/carer or visitor behaves in an unacceptable way in person towards a member of the school staff a member of the Senior Management Team will seek to resolve the situation through discussion and mediation. If necessary, the school's complaints procedure should be followed. Where all procedures have been exhausted, and aggression or intimidation continues, or where there is an extreme act of violence, the discussion will be terminated and the visitor will be asked to leave the school immediately. It is also an offence under section 547 of the Education Act 1997 for any person (including a parent) to cause a nuisance or disturbance on school premises. The police will be called if necessary. The perpetrator may also be banned from the school premises for a period of time, which will be determined by the school.

Prior to a ban being imposed, the following steps will be taken:

- Depending on the severity of the incident, the parent/carer/visitor may first be issued with a written warning stating that if a similar incident occurs, the individual concerned will be banned from the school premises
- In more serious cases the parent/carer/visitor will be informed, in writing, that she/he is banned from the premises temporarily, subject to review, and what will happen if the ban is breached
- Extreme incidents will result in a permanent ban being enforced. The individual will be informed in writing of the permanent ban but will be given the right to appeal in writing against the decision.
- In all cases, parents/carers will still have the opportunity to discuss any issues relating to their child with school staff

- Incidents of verbal or physical abuse towards staff may result in the police being informed, and may result in prosecution

If a parent/carer/visitor is intimidating, threatening or aggressive towards a member of the school community any interaction will be terminated immediately and the person will be instructed to leave the premises. Further action may be taken by the school.