



Behaviour Policy

Up-Grade Training and Therapy

This policy was adopted on 20/03/2020
This policy is due for reviews on 20/03/2024

EXPECTATIONS WITH REGARD TO

PUPILS Pupils will be expected to:

- conduct themselves around the building in a safe, sensible, manner and show regard to others
- arrive on time to lessons
- bring equipment appropriate for the lesson
- follow reasonable instructions given by the teacher
- behave in a reasonable and polite manner to all staff and pupils
- show respect for the opinions and beliefs of others
- complete all class work in the manner required
- hand in homework at the time requested
- show respect for the working environment
- Follow the school rules.

EXPECTATIONS WITH REGARD TO STAFF

Up-Grade staff will be expected to:

- endeavour to arrive on time to their lessons
- create a swift and purposeful start to the lesson
- reinforce clear expectations of behaviour
- deliver a suitably planned and structured lesson which meets all individual needs
- deal with incidents of inappropriate behaviour by following the school's procedures
- promote and reinforce positive behaviour in the classroom

EXPECTATIONS WITH REGARD TO PARENTS/GUARDIANS

Parents and guardians are expected to:

- work in partnership with staff to ensure good behaviour
- inform staff of any concerns
- respond to concerns raised by members of staff
- ensure pupils come to school correctly equipped and prepared to work

THE POSITIVE REWARD SYSTEM

It is important that achievement and good behaviour are rewarded. The two main ways of doing this are by giving merits for good work and recording such things as exceptional effort and improvement in behaviour.

Merits and Head Teacher Commendations

Staff will record the merits in both the pupil's Planners and their own mark records.

Reward Day

Rewards are given weekly to pupils for outstanding effort and achievement, for excellent attendance and punctuality, for success in examinations, for sporting endeavour and for services to the school.

PROCEDURES FOR DEALING WITH UNACCEPTABLE BEHAVIOUR

It is the responsibility of teachers to deal with **minor incidents** which occur.

More serious incidents can be dealt with by the teacher, but must also be recorded and forwarded to the Head Teacher.

It is the responsibility of all members of staff to monitor pupils' behaviour across the curriculum. They will become involved if a pupil's behaviour is causing concern in a number of subject areas. They may then log all incidents and take appropriate action. They are also responsible for dealing with serious incidents which could potentially result in exclusion.

The Head teacher is the only member of staff who can sanction a **fixed term or permanent exclusion**. In the case of all exclusions, parents/guardians are informed in writing of the reasons for the exclusion and their right of appeal. Excluded pupils are provided with work for the duration of the exclusion.

SANCTIONS

Outlined below are examples of unacceptable behaviour and sanctions which are available. This is not a tariff, and each case must be dealt with according to its merits. Sanctions will be applied fairly in accordance with DCSF guidance and exclusion used when no other alternatives are available (refer to Inclusion Policy)

Minor Incidents

These incidents are dealt with by the classroom teacher and include, for example: throwing paper; calling out; chewing; not following instructions; incomplete class work; no homework; lack of equipment.

Sanctions could include:

- verbal reprimand
- note to parent in Student Planner; moving seat
- phone call home.
- sent to a temporary alternate space (supervised by an adult)

Persistent incidents, or incidents of medium severity

These incidents must be recorded and passed to the Head Teacher. Unacceptable behaviour in this category includes:

- Persistency of minor incidents as above
- rudeness to staff
- verbally aggressive behaviour to another pupil
- being continually off-task.

Head Teacher sanctions include:

- meeting with pupil
- contact with parents or guardians by phone or letter

Serious Incidents

Serious incidents are dealt with by the Head Teacher

- truancy from school & lessons
- extreme rudeness to staff
- aggressive behaviour
- smoking on school property
- refusal to comply with other sanctions
- theft
- bullying

Very Serious Incidents

These incidents are dealt with by the Head Teacher

- persistency of the above
- serious incidents of bullying
- sexual contact
- racial/sexual harassment
- fighting
- bringing an offensive weapon to school (laser pens, knives, pellet guns, fireworks, scissors, this list is not exhaustive)
- involvement with drugs or alcohol
- Physical aggression to a member of staff will be treated with the utmost severity

Sanctions available include:

- internal exclusion
- fixed term exclusion
- permanent exclusion
- Police involvement