



SHAVINGTON ACADEMY BEHAVIOUR POLICY

This Policy applies to all teaching staff.

THE SENIOR LEADERSHIP TEAM OVERSEES THE APPLICATION AND MONITORING OF THIS POLICY.

Relevant Pastoral/Curriculum Leaders will have an overview of behaviour incidents and patterns of behaviour in their areas of responsibility together with resolutions; they will report regularly to their SLT line-manager.

Note that this policy has been constructed in line with guidance from the Department for Education with direct reference to the documents entitled 'Behaviour and Discipline in Schools' and 'Ensuring Good Behaviour in Schools'.

Please also note that for the purposes of this policy, 'parents' refers to any adults with legal responsibility for children in their care, i.e. biological parents, legal guardians and carers.

CONTENTS OF POLICY

1. Rationale
2. Purpose
3. Principles
4. Roles and Responsibilities
5. General school rules
6. General behaviour in and around the school
7. Rewards
8. Use of mobile phones & other electronic devices in school
9. Sanctions
10. Searching and Confiscation
11. Use of Reasonable force and physical contact
12. Malicious allegations by students against school staff
13. Discipline beyond the school gate
14. Training
15. Involvement of outside agencies
16. Review

1. Rationale

Students have a right to learn and teachers to teach and, without good behaviour, neither is possible. The school has a responsibility both to manage students' behaviour and to encourage students to manage their own behaviour in such a way that learning and teaching can be effective in school, on school visits and on their way to and from school. Whilst it is possible to produce a list of school rules, students' good behaviour is secured in the longer term through modelling very high expectations, respectful relationships and clear boundaries. The management of students' behaviour in schools is a complex and challenging area for schools' and school leadership and the aim is to ensure that effective learning and teaching can take place in a well-ordered environment. To this end, the school's expectations of student behaviour, of the quality of teaching, of the interactions between students and staff which facilitate positive behaviour for learning and of the supportive involvement of parents and outside agencies in promoting good behaviour are high.

This policy will also apply at other times when misbehaviour could have repercussions for the orderly running of the school, or poses a threat to another student or member of the public, or might bring the school into disrepute.

2. Purpose

Our aim is to encourage students to adopt attitudes and standards which will produce a positive learning environment and a happy and ordered school atmosphere, and to:

- Encourage students to manage their own behaviour
- Praise and support positive behaviour and use preventative measures wherever possible
- Involve parents in the management of their children's behaviour
- Provide staff, students and parents with common standards and guidelines for behaviour management
- Provide staff with the necessary support in dealing with incidents of challenging behaviour

3. Principles

We believe that in order to enable effective learning and teaching to take place, good behaviour in all aspects of school life is necessary. We therefore seek to create a caring learning environment in the school by:

Ensuring consistency of response to both positive and negative behaviour, in the knowledge that the rigorous and consistent application of the Behaviour Management policy will result in overall student well-being and school improvement

- Promoting good behaviour and discipline, both within school and beyond the school gate
- Promoting self-esteem, self-discipline, proper regard for authority and positive relationships based on mutual respect
- Ensuring fairness of treatment for all
- Promoting/facilitating/initiating early intervention
- Providing a safe environment free from disruption, violence, bullying and any form of harassment
- Encouraging a positive relationship with parents / guardians /carers to develop a shared approach to involve them in the implementation of the school's policy and associated procedures
- Having due regard to the school's legal duties under the Equalities Act 2010, in respect of students with Special Educational Needs.

4. Roles and responsibilities

To ensure the principles of this policy are met

- Students will be expected to take responsibility for their own behaviour and understand how this should reflect the principles of the school policy
- All staff will be responsible for ensuring that the policy and school procedures are followed consistently
- Parents will be expected to take responsibility for the behaviour of their child both inside and outside the school
- Parents will be encouraged to work in partnership with the school to maintain high standards of behaviour
- Parents will have the opportunity to raise with the school any issues arising from the operation of the policy by communicating in the first instance with the students' teacher/tutor and if necessary with relevant middle leaders/senior staff
- The Governing Body will establish, in consultation with the Headteacher, staff and parents, the policy for the promotion of good behaviour in the school and will keep it under review
- The Governing Body will ensure that it is communicated to students and parents/guardians/carers, is non-discriminatory and that the expectations are clear
- Governors will support the school in maintaining high standards of behaviour.

5. General expectations

- Comply with all student-related policies
- Show consideration for the feelings, interests and property of others
- Be courteous and well mannered
- Comply quickly with instructions given by staff without argument
- Show respect for staff, other adults and fellow students and behave in a way which brings credit to themselves, their families and the school
- Switch off mobile phones & other electronic devices including headphones and leave them out of sight whilst on school site except at break times up to 3.20pm.
- Keep the school clean and tidy
- Conduct themselves to a high standard on journeys to and from school
- The Academy will not tolerate abusive or aggressive behaviour towards any member of Academy staff

Students will/must not:

- Smoke on the school site nor to and from school or at any time whilst wearing our uniform
- Be in possession of banned or prohibited items in school (see a fuller list of these items in Section 10, p. 8, of this policy), such as controlled drugs, non-prescription drugs such as 'legal highs', weapons, fireworks, alcohol, cigarettes or stolen goods, inappropriate materials (such as pornography)
- Bring gum onto the school site or chew gum on the school site
- Bring valuable possessions to school
- Leave the school premises at any time without a written request from his/her parents and and/or permission from a key stage manager or senior member of staff (all students leaving must sign in and out at Pupil Reception)
- Drop litter or damage the fabric of the school or the school premises
- Bring into school nor consume 'energy' drinks such as Relentless, Monster (i.e. drinks high in caffeine or other similar stimulant chemicals)
- Eat during lessons, unless for authorised medical reasons
drink anything other than still water from a clear plastic bottle during lessons (at the teacher's discretion) ; any consumption in Science and ICT lessons is not normally permitted
- Must not behave in an abusive or aggressive manner towards staff/fellow pupils

6. Behaviour in and around the school

- In movement around the school, students should move in an orderly and quiet fashion. They should line up sensibly outside rooms and enter and leave all classrooms in a calm manner, as directed by staff.
- All bells are action bells and students should move when informed by the teacher/tutor.
- Students must be on time for school and for lessons and have the necessary equipment and books with them.
- Students should only use the official entrances to the school grounds.

7. Rewards

A school ethos of encouragement is central to the promotion of good behaviour. Rewards have a motivational role in helping students to realise that good behaviour is valued. Our view is success is its own reward but we also recognise that students respond positively to a system whereby they can earn points for meeting standards of good behaviour. To that end, all students can earn house points from their subject teachers for their conduct and performance in lessons, these are recorded in SIMS.

Staff will usually only give gifts to a pupil as part of an agreed reward system. Where giving gifts other than this staff must ensure these are of insignificant value and given to all pupils equally.

We will ensure that selection processes for rewards are fair and these are undertaken and agreed by more than one member of staff.

8. Use of mobile phones & other electronic devices

At Shavington Academy, students are permitted to bring mobile phones and other electronic devices to school. However, students and families should be aware that use of mobile phones and other electronic devices during lessons or form time is not permitted unless explicitly permitted by a member of staff.

If mobile phones and other electronic devices are brought into school, these items remain solely the responsibility of the student; they must be kept out of sight in lessons and form times and switched off during these periods.

If a student is using (or allowing another student to use) a mobile phone or other electronic device for any reason other than a legitimate one (e.g. in a lesson with permission from staff), the device will be confiscated by the member of staff concerned and kept safely until after 3.20pm. Mobile phones are not to be used to record, photograph or video staff or other pupils without their consent. If this happens then the phone will be confiscated and it may result in the searching of material on the phone and the deletion of the material recorded on the phone. If the mobile phone contravention involves other related misdemeanours, such as rude, argumentative or obstructive behaviour, an appropriate sanction will be applied. All such devices will be placed in an envelope marked with the following details: student's name, tutor group, date, the device will then be taken by a member of staff to the pupil reception where it will be kept securely (see Section 10 – Confiscation – for further details). Repeated use of an electronic device at inappropriate times or in an inappropriate manner will be reported to relevant pastoral staff and a suitable sanction will be issued. A sanction could involve a permanent ban on a student bringing the device into school, or other appropriate sanction, up to and including an exclusion.

9. Sanctions

Teachers have statutory authority to discipline students for misbehaviour which occurs in school and, in some circumstances, outside of school (see Section 12 below). At the Headteacher's discretion, the authority to administer sanctions in line with this policy applies to all paid staff with responsibility for students, such as teaching assistants.

Sanctions are needed to respond to inappropriate behaviour; a sanction serves as a punishment and as a deterrent. Reasonable penalties can include: confiscation, retention or disposal of a student's property (see Section 9); internal seclusion; community tasks such as litter picking and detention. The Headteacher can also decide to exclude a student for a fixed period or to permanently exclude them.

The school uses detentions as a form of sanction; whilst home/school communication is important, parental consent is not required with regard to the serving of detentions, and parents are responsible for their children's journey home following a detention.

Teachers also have a specific legal power to impose detention outside school hours, e.g. after school. In line with this policy, school staff will base their judgements regarding the appropriateness of a sanction on their professional experience and discretion and in the best interests of the school and its student body. Normally, parents will be notified via the student's planner and/or with a phone call regarding the setting of a detention outside normal school hours at least 24 hours before the detention is due to be served. Whilst we want to operate this and all policies with the support of parents (under the Education Act of 2011) a school wishing to detain students outside of normal school hours as a means of sanctioning unacceptable behaviour is not obliged to give 24 hours' notice to parents, only to inform parents on the day.

10. Searching and Confiscation

Searching with the student's consent:

- School staff can search students with their consent for any item which is banned by the school rules and/or prohibited by law (see list in Section 10). Schools are not required to have formal written consent from the student for this sort of search – it is enough for the teacher to ask the student to turn out his or her pockets or look in the student's bag or through outer clothing when removed or locker (in the student's presence at the moment, pending changes to home/school agreement) and for the student to consent.
- There is no legal requirement to make or keep a record of a search.
- Schools are not required to inform parents before a search takes place or to seek their consent to search their child.

Searching without the student's consent:

- The Headteacher (and staff authorised by them) has a statutory power to search a student or his/her possessions, without the student's consent, where there is a suspicion that the student has certain prohibited items**. When searching without consent, there should be two members of staff (of the same gender as the student being searched where possible) present at all times.
- Searches can be carried out where staff have reasonable suspicion that items have been used to cause an offence, harm to a student or damage to property.
- If the student refuses to be searched or have his/her belongings searched for suspected prohibited items, the school can ask the parents and/or the police to carry out the search.
- There is no legal requirement to make or keep a record of a search.
- Schools are not required to inform parents before a search takes place or to seek their consent to search their child.

Other issues pertaining to searches

- Electronic devices including mobile phones can be searched and their data/files searched/erased if there is good reason to do so.
- If the student refuses to be searched or have his/her belongings searched, this refusal will be treated as 'refusing to follow an instruction' and incur the appropriate sanction.
- If a student refuses to attend school because they will not allow himself or herself to be searched, it will be recorded as an unauthorised absence, not an exclusion.
- We will inform parents if banned or prohibited items are found as a result of a search.

Confiscation:

- The member of staff who has conducted a search for a prohibited or banned item, or an item which they consider harmful or detrimental to school discipline, can use his/her discretion to confiscate, retain and/or destroy any item found as a result of a 'with consent' search, as long as it is reasonable in the circumstances. Where any item is thought to be a weapon, controlled drugs or a stolen item, it must be passed to the police, unless there is good reason not to do so, as a result of a 'with consent' or 'without consent' search. The Headteacher will decide when and if to return other confiscated items, in line with the Education Act 2011.

* Banned items at SA: cigarettes/tobacco products, including e-cigarettes or other simulated cigarette/nicotine related products; chewing gum; carbonated drinks and energy drinks high in caffeine content, e.g. Monster, Relentless; fireworks/firecrackers; matches/lighters; water pistols or any toy that resembles a weapon; chemical substances other than controlled drugs, e.g. 'legal highs'; pornographic material; also any other items or materials that are prohibited for children under the age of 16 if the student in question is under the age of 16 that do not appear in the 'Prohibited items' list.

**Prohibited items: weapons, knives, alcohol, illegal/controlled drugs, stolen items.

11. Use of restrictive physical intervention

We do all we can within our school to manage behaviour positively. However, there are times when we may need to use force to keep a child or children safe, or to maintain good order within the school. In such cases, we would always act within the principle of reasonable force; 'reasonable' means using no more force than is necessary.

The Children Services department acknowledges that there may be times when restrictive physical intervention is an appropriate response to the risks present in a given situation. The intervention must be reasonable and proportionate in relation to the situation. The force used needs to be in proportion to the risks present and the minimum needed to achieve the desired result. All school staff may use physical control or restraint when a student is: (a) committing an offence (or, for a student under the age of criminal responsibility, what would be an offence for an older student); (b) is causing personal injury to, or damage to the property of, any person (including the student himself/herself); (c) prejudicing the maintenance of good order and discipline at the school or among any students receiving education at the school, whether during a teaching session or otherwise.

12. Malicious allegations/accusations by students against school staff

Allegations of abuse of students by school staff are taken seriously and we will deal with allegation quickly in a fair and consistent way that provides effective protection for the child and supports the person who is the subject of the allegation. Students who are found to have made false allegations will/are likely to be sanctioned with a Fixed Term or Permanent exclusion.

12.1 Allegations/accusations from students against other students

We will also ensure all allegations of abuse of students undertaken by other students will be taken seriously and we will deal with allegation quickly in a fair and consistent way that provides effective protection for the child and supports the person who is the subject of the allegation. We will undertake a full investigation allowing all parties the opportunity to express their views. All sides will be taken into account and any other evidence such as witness statements and camera footage and a considered judgment will be reached before any further action is taken.

13. Discipline beyond the school gate

- Where instances of non-criminal poor behaviour by students are reported to have occurred whilst the students are either on the way to/from school/a school activity, they will be dealt with in line with the Behaviour Management policy. The responsibility for administering the appropriate sanction may be delegated by the Senior Leadership Team to a relevant pastoral leader.
- Where instances of bullying occur, either verbal or using social media, students will be sanctioned in the same way as if it occurred within school. SHS will support parents with evidence, where available, should they wish to pursue prosecution when bullying and intimidation fails to cease after intervention strategies.
- Where instances of anti-social behaviour have taken place outside school which are clearly associated with and/or threaten the good order/reputation of the school, the Headteacher may take action, up to and including excluding the student.

14. Training

The Governing Body will ensure that the Senior Leadership Team will provide appropriate high quality training on all aspects of behaviour management to support the implementation of the policy.

15. Involvement of outside agencies

- The school works inclusively with external agencies. The Pastoral Team seeks appropriate support from them to ensure that the needs of all students are met by utilising the range of external support available.

- If a student is continuously disruptive and fails to respond positively to the support structure offered within school (outlined in the School's 'Student Support & Guidance Directory') and, in the relevant Pastoral Leaders' professional judgement, the students' parents are not able/willing to provide the necessary support, the relevant external agency will be contacted and the matter discussed. Relevant Pastoral Leaders will then discuss the student and the support available from the external agency with the Assistant Headteacher who will decide how to proceed.

16. Review

The Headteacher will undertake an annual systematic monitoring and review of the behaviour management policy and procedures in order to evaluate it and ensure that the operation is effective, fair and consistent. The Head teacher will keep the Governing Body informed.

The Governing Body will regularly review this policy and associated procedures to ensure its continuing effectiveness and impact.

Approved at the Pupil & Curriculum Committee

Signed: _____ *P. Simpson* _____ (Chair)

Signed: _____ *C. White* _____ (Head Teacher)

Dated: _____ **9th October 2018** _____

Review Date: **Autumn 2019**