

## **THEALE GREEN SCHOOL BEHAVIOUR POLICY**

### **Purpose and background**

At Theale Green School we aim to provide a safe, caring and friendly environment for all our pupils to allow them to learn effectively, improve their life chances and help them maximise their potential. We are a Rights Respecting School and these aims are in line with those of the RRS movement.

We would expect pupils to feel safe in school, including an understanding of the issues relating to safety, such as bullying. We also want them to feel confident to seek support from school should they feel unsafe.

Theale Green aspirations for all those associated with the school can be represented by The 6 Ps: Polite, Prompt, Prepared, Positive, Productive and Proud.

Corporal punishment is illegal and would never be used at Theale Green School.

Consideration will be given when applying this policy to students with SEND and reasonable adjustments will be made in line with their particular needs.

This policy relates closely to the school's Code of Conduct and Anti-bullying policies.

### **Policy Objectives**

The aims of this policy are:

- To set out clear expectations and promote positive behaviour management across the school
- To promote consistency and fairness in responding to behaviour incidents
- To support teaching and learning in a positive, safe and mutually respectful learning environment

### **Strategies for Promoting Positive Behaviour**

As part of our on-going commitment to the safety and welfare of our pupils we at Theale Green School have developed the following strategies to promote positive behaviour.

- Rights Resecting Schools Programme
- Restorative Approaches
- Anti-Bullying week annually in November.
- PSHE/citizenship
- ICT curriculum content on Cyberbullying and internet safety
- Student voice
- Peer mentoring schemes
- Parent information events/information
- Staff training and development for all staff
- Counselling and/or Mediation schemes

### **Scope of school rules**

The school adopts its policy for enforcing school discipline beyond the school gate in line with DFE guidance which is based on the Education Act (2002) and the Education and Inspections Act (2006).

The school reserves the right to take appropriate action when a student acts in an inappropriate way beyond the school site and normal time of day when a student is:

- taking part in any school-organised or school-related activity;
- travelling to, or from, school;
- wearing school uniform;
- in some other way identifiable as a pupil at the school

### **School rules and code of conduct**

The rules of the school change and adapt as the school evolves. Students will be informed of any specific changes when they occur. It is impossible to codify every circumstance in a policy document, but adhering to the 6 Ps will ensure that rules are not infringed.

#### ***Prompt:***

- Students must come to school on time and attend all lessons punctually.
- Students should respond to requests from members of staff promptly and politely.
- Students must hand in work promptly according to deadlines

#### ***Prepared:***

- Students must come to school with the correct equipment and correct uniform.
- Students must allow lessons to run smoothly, avoiding disruption and distractions.

#### ***Polite***

All members of the school community must treat each other respectfully, refraining from physical or verbal insults or abuse and responding to requests politely and promptly.

#### ***Positive***

Students must engage in lessons proactively and allow others to do so

Students must not participate in anti-social behaviour at school or online in ways which can compromise safety, wellbeing or the reputation of the school

#### ***Productive***

Students must complete all work set, both in class and at home according to deadlines set by staff

#### ***Proud***

Students must attempt to produce the best work that they possibly can in order to fulfil their potential.

## **Electronic Devices**

Students may only use electronic devices, such as mobile phones, MP3 players etc at lunchtime. At other times, any electronic devices are likely to be confiscated and retained if repeated infractions take place. This includes the wearing of earphones and headphones which may or may not be connected to a device.

## **Bullying**

For details on bullying, please refer to the anti-bullying policy.

## **Prohibited substances**

Alcohol, cigarettes, vaping paraphernalia and controlled substances (including New Psychoactive Substances or NPS – sometimes known as ‘Legal Highs’ are not permitted on school site. For details on prohibited substances, see the Drugs Policy.

No student will be permitted to remain in school whilst suspected to be under the influence of any substance which could compromise their ability to function in a safe and reasonable way.

## **Responding to Behaviour Incidents**

### ***Recording behaviour incidents***

Theale Green records behaviour using the School Information Management System (SIMS). Positive behaviour will be rewarded by achievement points and negative behaviour will be assigned behaviour points. Tutors and Heads of Year will monitor these points and can intervene to support or reward students as necessary.

### ***Classroom behaviour***

Students are expected to engage productively, positively and politely in classes. Students disrupting classes will receive a warning and 1 behaviour point (C1). Should the disruption persist a C2 will be issued and a final warning. Further disruption will incur a C3 and removal from the classroom.

### ***Social behaviour***

Students misbehaving at social times will receive a warning and 1 behaviour point (S1). Should the behaviour persist an S2 will be issued and a final warning. Further poor behaviour will incur an S3 and removal from social time.

### ***Serious behaviour incidents***

If a serious behaviour incident is reported, the school will take steps to investigate and resolve the issue, including:

- Interviewing all parties and collecting written statements
- Informing parents
- Taking a solution focused, restorative approach, which may include:
  - One-to-one support for victim
  - One-to-one support for perpetrator

- Contact with external agencies
- The introduction of a IBP or PSP
- Sanctions, up to and including Permanent Exclusion
- Follow up including contact with the person who reported the situation, parents/carers

### ***Behaviour responses***

Sanctions are only effective if they rectify the poor behaviour that has initially raised concerns. A range of measures are in place at Theale Green in order to support students in making the right decisions.

### ***Detentions***

Students receiving a C3 will be placed in detention after school within the next 2-4 school days. These detentions last for 45 minutes, are run centrally and are staffed by teachers on a rota, allowing all staff to spend their time most productively. Lunchtime detentions are discouraged and will only be run in exceptional circumstances. Students missing detention without agreement and notice will be placed in SLT detention on a Friday after school, duration 75 minutes.

Students receiving two C3s in a day or missing from SLT detention are likely to be placed in isolation.

### ***Loss of Social Time***

Students who repeatedly demonstrate poor conduct at social times are likely to be isolated during those social times and, in some cases, asked to leave school site at lunch and break times.

### ***Report cards***

Students may be placed on a report to their tutor, Head of Year, a Head of Department, a member of SLT or the Head Teacher.

Report cards enable students to focus on two or three short-term goals at a time while allowing parents and staff to monitor progress in improving conduct.

### ***Time out***

Students will be taken to the Time Out room if they receive a C3 in a lesson. Members of staff will support the student in returning to a positive state of mind in preparation for the next lesson. Students needing emotional support may also be taken to Time Out  
Isolation

Students may receive an isolation sanction from the Head Teacher (or Deputy) if they commit a serious or repeated offence.

### ***Exclusion***

The school adopts its policy for exclusion in line with DFE guidance which is based on: the Education Act (2002); the Education Act (2011); School Discipline Regulations (2012); the Education and Inspections Act (2006) and Education Regulations (2007).

The Headteacher has the right to exclude students from the school for either a fixed period of time, or permanently for serious acts of misconduct.

Fixed term exclusions are either short (less than 6 days) or long (6 days or more). The school must provide an alternative educational placement from day 6 of any long exclusion. Students will be allocated a temporary place at the Pupil Referral Unit when exclusions are 16 days or more.

The Headteacher, or Deputy Head in the Headteacher's absence will decide whether to exclude a student and for how long. This will depend on the individual circumstances, including any recent related misconduct by the student concerned. It will also be based on the balance of probabilities rather than proof beyond a reasonable doubt. The school will monitor exclusions to ensure that the school is not discriminating against groups of students. Students may only be sent home by the Headteacher or by a Deputy in the Headteacher's absence. Students may be sent home with parental permission, to change into correct uniform and this is not an exclusion.

It is likely that students will receive a short (less than 6 day) exclusion for the following offences:

- verbal abuse against any member of the school community, including but not limited to swearing directly at a member of staff;
- racist or homophobic comments;
- bullying;
- damage to property;
- theft;
- threatening behaviour towards any member of the school community, including but not limited to misuse of social media;
- persistent disruptive behaviour, including but not limited to disruptive behaviour in Isolation or repeated failure to follow instructions;
- physical assault against a pupil;
- sexual misconduct;
- possession of any substance by a student which could cause harm to themselves, or to any other student, including but not limited to suspected drugs of alcohol;
- other behaviour which is, in the opinion of the Headteacher, or a Deputy Head in the Headteacher's absence, seriously compromises the health and safety of any member of the school community or significantly brings the school into disrepute.

When a student returns from an exclusion, they must attend a reintegration meeting with their parent. If the parent has not attended a reintegration meeting, then the student will be placed in Isolation until the parent does attend the reintegration meeting. During the reintegration meeting, the reason for the exclusion will be revisited along with any appropriate support which can be given to the student to prevent further exclusion. Students returning from exclusion will be placed on Senior Staff Report. Parents have the right to appeal any exclusion made by the school and can appeal to the governing body. Details of how to appeal are set out in every exclusion letter.

## **Legal background<sup>1</sup>**

Staff may search students suspected of being in possession of drugs, alcohol, tobacco or other restricted substances or items. There is no legal requirement to record the details of such a search. Any substance or item believed to be harmful or detrimental to good order or discipline may be confiscated, retained and disposed of as a disciplinary penalty. Schools are not required to seek consent for such a search or inform parents or guardians that one is to take place.

### **Links with other policies**

- Safeguarding Policy
- Acceptable Use Policy - Cyberbullying and internet safety
- Equalities Policy - Race, Sexist, Sexual, Transphobic, Homophobia, SEN and Disability
- PSHE and Citizenship Policy
- Complaints policy
- Confidentiality Policy
- Anti-bullying policy
- Drugs policy

### **Management of Policy**

**School:** This policy is implemented and managed by the member of SLT with responsibility for Pastoral Care.

**Governing Body:** The Governing Body has delegated the oversight, review and update of this policy to The Head Teacher.

**Approval:** Approved by the Head teacher 28 April 2017

**Date of next review:** Spring 2020

---

<sup>1</sup> DfE and ACPO drug advice for schools - 2012