

# Behaviour Policy

At St Alban's Academy we expect all students to behave well, all the time. There are no excuses for poor behaviour. Behaviour rules will be applied consistently and professionally by a team of staff that expects no learning time to be lost through having to deal with poor behaviour.

## Staff response to inappropriate behaviour

### *In Lessons*

There are four possible scores in our behaviour monitoring system:

- 0 – Absent
- 3 – Present, all expectations met
- 2 – Present, expectations not met
- 1 – Present, removed from learning due to poor behaviour

<i>Escalating Behaviour</i>	<i>Sanction</i>
Student misbehaves in lesson	Warning is issued; reference made to which of the behaviour expectations is not being met is made by staff. For example <i>'By calling across the room you are not meeting the academy expectation that you will speak calmly and quietly at all times. This is your warning. You must stop now.'</i>
Student continues	Lesson score is changed to <b>2</b> <ul style="list-style-type: none"> <li>• Students will serve a 30 minute detention on the same day</li> <li>• An eportal entry is made immediately by the teacher, with as much detail included as is practicable</li> </ul>
Student continues	Lesson score is changed to <b>1</b> <ul style="list-style-type: none"> <li>• Student is removed from lesson to the Head of Department's or agreed other staff member's room.</li> <li>• Student serves a 45 minute detention on the same day</li> <li>• A further eportal entry is made</li> </ul>
Student continues	Student is removed to the Isolation Unit and remains there until a family member collects them after five pm.

Detentions will be served at the end of each day. Staff teaching students in their final lesson will escort those with poor scores to the detention room.

See detention routines document for further guidance

Deliberate non-attendance at a detention will automatically result in a 3 hour detention on a Saturday.

### *Ongoing interventions*

See policy for the mentoring and pastoral support of students

If a child is found to have persistent poor behaviour across subject areas then his/her PM will complete a pastoral support plan. Children with a support plan in place still remain the responsibility of the department in which they are learning at any given time. The pastoral support plan is monitored and evaluated by the pastoral manager but does not replace the sanctions outlined above.

### *Sanctions outside the classroom*

See corridor routines document

Students making their way to a lesson are the responsibility of the receiving teacher and should have their behaviour logged as detailed above.

The corridor expectations are extremely high. Any student misbehaving on the corridor will be logged on eportal and a detention given by notifying MG and RL by email. Students who arrive late have not met the expectations for the lesson. They should therefore be marked with a **2** and a detention served.

### *Students whose behaviour is not improved through these sanctions*

There is a sliding scale of intervention where these sanctions do not have an immediate effect on behaviour

<i>Sanction</i>	<i>Given when</i>
Thirty minute same day detention	A lesson score of <b>2</b> is recorded
Forty five minute same day detention	A lesson score of <b>1</b> is recorded
Sixty minute same day detention	Poor scores in more than one lesson during the day
Friday detention	Two or more days with poor scores in a week
Saturday detention (9am-12pm)	A student has more than two Friday detentions in a half term A student truants detention or behaves inappropriately during detention

## Serious Incidents

The academy ensures consistent application of processes and procedures for internal exclusions. It follows ARK policy on fixed term and permanent exclusions as laid out in “**The ARK exclusions policy**”. This policy reflects the guidance introduced by the DfE in 2012.

Types of Behaviour (any one)	Corresponding sanctions
Consistent minor infraction	Meeting with member of leadership team Phone call home 2 Hour Friday detention Pupil written reflection Apology Pupil put on report with pastoral manager
Cheating on a test or project	
Missing a class	
Disrupting another class	
Smoking or drinking alcoholic beverages while in school uniform on route to and from school	Meeting with pupil, teacher, parent & pastoral manager Pupil written reflection Internal exclusion / Saturday detention Apology Pupil put on report with pastoral manager
Cursing or inappropriate gestures	
Verbal aggressiveness towards a peer or staff	
Bullying or behaviour that is hurtful/harmful to self or others	
Threatening others (physical or verbal)	
Not giving a teacher one's name when asked	
Destruction of another person's property	
Wearing or displaying any 'gang' affiliated items.	

Types of Behaviour (any one)	Corresponding sanctions
Smoking or drinking alcoholic beverages on school property or while taking part in a school activity	<p style="text-align: center;">Meeting with pupil, teacher, parent &amp; senior leadership  Pupil written reflection  1-3 day Internal/External Exclusion /  Saturday detention  Apology  Pupil put on report with senior leader</p>
Playing with fire alarms or fire extinguisher	
Vandalism	
Bullying or behaviour that is hurtful/harmful to self or others	
Threatening others (physical or verbal)	
Deliberate involvement or instigation of conflict.	
Sexually inappropriate behaviour	
Stealing	
Possessing stolen property	
Fighting or physical aggression - no form of fighting or aggressive behaviour will be tolerated.	
Wilful disobedience or serious disrespect to an adult	
Bringing onto school premises or being found in possession of illegal substances.	<p style="text-align: center;">Meeting with pupil, teacher, parent &amp; senior leadership  Pupil written reflection  3+ Day External Exclusion / Permanent exclusion  Apology  Pupil put on report with senior leader</p>
Physical assault of a member of staff	
Bringing onto school premises or being found in possession of an offensive weapon.	<p>Permanent Exclusion</p>
Repeated actions of the kind cited above that represent a persistent breach of the academy expectations	

Permanent exclusion will be considered if a pupil:

- a) Is in persistent breach of the provisions of this policy and as a result of his/her actions there is a serious detrimental impact on the welfare and education of other pupils or staff at the academy, or
- b) Commits a serious breach of the behaviour policy by being involved in what may be termed an exceptional 'one-off' incident and as a result of his/her actions there is a serious

detrimental impact on the welfare and education of others attending the academy. There is no comprehensive list of exceptional incidents and pupils and parents should be aware that these will cover actions which constitute unlawful acts whether or not they result in criminal prosecution. This sanction will also apply if the actions of a pupil take place outside of the academy (whether or not in uniform) and are of such a nature that the reputation and good standing of the academy is brought into disrepute.”

## **Behaviour Expectations**

### **At all times (Including on the way to and from school)**

*Students will:*

- Follow staff instructions immediately without any questioning at all
- Refer to staff by their title and surname, 'Sir' or 'Miss'
- Speak calmly and quietly. St Alban's is a 'no shouting' Academy
- Be polite and respectful to all

### **On the Corridor**

*Students will:*

- Follow the one way system, keeping left
- Walk calmly and quietly
- Line up before entering the room
- Take care of their own, and others', safety

### **In the Classroom**

*Students will:*

- Arrive punctually and enter in silence, stand behind their seat and wait to be seated
- Put the planner, homework and pencil case on their desk and begin the 'Do Now' task in silence
- Dismiss by standing in silence and leaving when asked
- Focus on learning, making sure they do not distract themselves or others
- Speak calmly and politely at all times

### **At Break and Lunch**

*Students will:*

- Speak calmly and politely to everyone
- Take care of their own, and others', safety
- Line up in an orderly way for food