



# Behaviour Policy



Description	Tag
The Principal of the academy	Mark Dalton
The academic year	2019/2020
Chair of Governors	Jo Dawson
The academy name	Ark St Alban's Academy

## POLICY INFORMATION

### Named personnel with designated responsibility for (insert)

Academic year	Designated Senior person	Deputy Designated Senior person	Nominated Governor	Chair of Governors
2019/20	Rabia Afzal	Patricia Stiyel	Sue Walton	Jo Dawson

### Policy review dates (frequency of review: tbc)

Review Date	Changes made	By whom
January2020	Policy reviewed	R. Afzal + M. Dalton

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## 1 BEHAVIOUR PILLAR

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We want all our students to enjoy school and feel proud to be part of it. Our academy is a purposeful place, characterised by a calm and orderly environment, where teachers can focus on teaching and students on learning. We value our students' right to learn, our teachers' right to teach and our collective responsibility to contribute to our community. Effective management and clear and consistent routines ensure that we maximise time for learning. We expect students to be self-disciplined, self-regulating and do the right thing, because it is right, not because someone is watching. This is achieved through clear routines and consistent communication of high expectations. We believe in ourselves, our purpose and the work we are here to do. This belief drives our effort and action. It sustains us when things are hard. We are collectively responsible and collectively able to ensure this.

## BEHAVIOUR EXPECTATIONS

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### 2 AT ALL TIMES (INCLUDING ON THE WAY TO AND FROM SCHOOL)

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*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

### 3 ON THE CORRIDOR

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*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

### 4 IN THE CLASSROOM

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*Students will:*

- Arrive punctually and enter in silence
- 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

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## 5 STAFF RESPONSE TO INAPPROPRIATE BEHAVIOUR

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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

## 6 AT BREAK AND LUNCH

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*Students will:*

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

<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>'X 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 speak calmly and quietly.'</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>• A Bromcom entry is made immediately by the teacher, with as much detail included as is possible</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 Bromcom entry is made</li> </ul>
Student continues	Student is removed to Reflection and remains there until 3:40pm. A meeting with a family member and Year Team required.

## **Detention**

Detentions will be served at the end of each day. Students will be collected from their form rooms and escorted to their Year detention room.

<i>Sanction</i>	<i>Given when</i>
<i>Thirty minute same day detention</i>	<i>A lesson score of 2 is recorded</i>
<i>Forty five minute same day detention</i>	<i>A lesson score of 1 is recorded</i>
<i>Sixty minute same day detention</i>	<i>Poor scores in more than one lesson during the day</i>
<i>Friday detention (up to 120 minutes)</i>	<i>Two or more days with poor scores in a week – authorised by the Head of Year</i>
<i>Saturday detention (9am-12pm)</i>	<p><i>A student has more than two Friday detentions consecutively or for repeated poor behaviour within a half term.</i></p> <p><i>A student truants detention or behaves inappropriately during detention.</i></p> <p><i>A one of serious breach to Academy behaviour expectations as decided by a member of SLT.</i></p>

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### *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

#### *Ongoing interventions*

If a child is found to have persistent poor behaviour across subject areas then his/her Head of Year 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 Year Team but does not replace the sanctions outlined above.

#### *Sanctions outside the **classroom Mobile Phones***

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 Bromcom and a detention given for 'corridor behaviour'. Students who arrive late have not met the expectations for the lesson. They should therefore be marked with a **2** and a detention served.

Mobiles phone are to be handed into student services. If a student is found in possession of their mobile phone, they will be asked to switch it off and hand it to the member of staff. The member of staff will then hand this to a senior leader. The senior leader will return the phone to the parent at the end of the school day. If this is a repeated offence the mobile phone will

remain with the school for half-a term.

Types of Behaviour (any one)	Corresponding sanctions
Consistent minor infraction	Meeting with Head of Year Phone call home 2 Hour Friday detention Pupil written reflection Apology Pupil put on report by HoY
Cheating on a test or project	
Disrupting another class	
Smoking or drinking alcoholic beverages while in school uniform on route to and from school	Meeting with pupil, teacher, parent & Year Team 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.	
Play fighting	
Truanting lessons	

Types of Behaviour (any one)	Corresponding sanctions
Smoking or drinking alcoholic beverages on school property or while taking part in a school activity	<p>Meeting with pupil, teacher, parent &amp; senior leadership</p> <p>Pupil written reflection</p> <p>1-3 day Internal/External Exclusion / Saturday detention</p> <p>Apology</p> <p>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>Meeting with pupil, teacher, parent &amp; senior leadership</p> <p>Pupil written reflection</p> <p>3+ Day External Exclusion / Permanent exclusion</p> <p>Apology</p> <p>Pupil put on report with senior leader</p>
Physical assault of a member of staff	
<p>Bringing onto school premises or being found in possession of an offensive weapon.</p> <p>Repeated actions of the kind cited above that represent a persistent breach of the academy expectations</p>	<p>Permanent Exclusion</p>

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## **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.

### **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.”

To be reviewed November 2021