



Behaviour for Learning Policy

2017-2018

Our aims are:

Aims:-

- To create a safe, positive and stimulating environment that is free from disruption, violence and bullying;
- To provide good behaviour for learning through the consistent use of rewards;
- To prevent behaviour from being a barrier to effective teaching and learning;
- To provide support for staff dealing with behaviour issues;

It is the responsibility of the whole school community to uphold these rights

All staff have a duty of care. This means in particular that rudeness, disrespect, insolence or bad language will be challenged. Any reasonable and safe request from a responsible adult must be carried out at once and without argument. We operate a zero tolerance policy and students will be suitably sanctioned if they refuse to follow a reasonable request made by any member of staff.

Teachers have the right to teach and students have the right to learn – Disruption to the learning environment will not be accepted.

How do we develop responsible students?

- Form Tutors, Heads of Year and Subject Leaders and Teachers target students weekly to improve their B4L (Behaviour for Learning) average score
- Using rewards to promote positive behaviour linked to their B4L and PMD
- Using the wave report system
- All staff using the PMD (Positive approach to Managing Discipline)

How do we evaluate and monitor the policy?

- Reporting to Governors on positive achievements, rewards and behaviour milestones including Behaviour Data and exclusions
- Whole school rewards analysis- half termly
- Sweep data is monitored on a weekly basis by a member of the Senior Leadership Team, Heads of years and Subject Leaders
- Detentions attended – daily
- Removal records - weekly
- Whole school behaviour data – half termly
- Departmental behaviour monitoring - weekly

Behaviour for Learning – Establishing a common language

The Academy uses an in class Behaviour for Learning (B4L) system to identify and celebrate positive learning behaviours. These in class levels contribute to both rewards and sanctions.

Six behaviour levels (1,2,9,C3,C4,C5) and the relevant descriptors for each level are detailed below. The purpose of this common language is to allow staff to assess behaviour appropriately and put in place consistent strategies and processes as outlined in this policy. The focus of this policy is to develop the appropriate skills so that all students are demonstrating level 1 and 2 behaviours.

Rewards

As a school we recognise that students are rewarded for their achievements, this is conducted pastorally via a whole school approach every term while each department will have a rewards structure within their behaviour policies.

LEVEL 1 AND LEVEL 2 IN CLASS BEHAVIOURS

Students will automatically be rewarded for demonstrating Outstanding or Good learning in every lesson. The B4L levels are displayed in all classrooms and actively promoted by all members of staff.

Behaviour for Learning

Students must give their mobile phones to staff if they have it out in class, along the corridors or in any prohibited areas around the school and can collect it at 2.40pm from student reception. The consequence for not handing it over immediately will be a FULL DAY in the IEC, parents will also be informed.

1	Outstanding Learning I try extra hard to complete all tasks I am confident in answering questions I can explain what I am learning and how I can improve I always engage and work well with others in my group I do all of Level 2	+2 Achievement Points 
2	Good Learning I arrive on time, wearing my uniform correctly I have ALL of the correct equipment I show respect to everyone in the classroom I quickly follow instructions from my teacher I have completed all tasks to my best ability	+1 Achievement Points 
CODE 7 CODE 8 CODE 9	Warning I have not brought the correct equipment I have arrived late with no reason I have shouted out and interrupted learning I have been uncooperative with my teacher or my classmates	0 Achievement Points 
C3	Concern After my CODE 9 warning I continue to: Be slow to follow instructions Shout out and interrupt learning Distract others Show a lack of interest in work Not complete my classwork	-2 Achievement Points Teacher Sanction At this point a teacher sanction will be issued: Change of seating in class Kept behind after the lesson for 5 minutes Break time detention = 10 mins max. Lunchtime detention = 20 mins max.
C4	REMOVAL If I continue to display 'Concern' behaviour I will be 'removed' to another teachers classroom. This will result in an afterschool detention, lasting 30 minutes the same night as the removal. Failure to attend this will result in an IEC for refusing.	-3 Achievement Points
C5	Serious Concern I have continued after my teacher detention to... Be uncooperative towards my teacher or classmates Continually disrupt learning	-4 Achievement Points Refusal must be emailed to SLW immediately Subject Leader/Head of Year/ Behaviour Manager/SLT Intervention
Refusal in a classroom will result in an IEC placement and further intervention will be decided as soon as possible by HOY/SLT.		

Students will also be rewarded per half term for:

100% Attendance

Achievement/Progress

Head of Year (HOY)

Senior Leadership Team (SLT)

All members of staff are provided with weekly data analysis to support positive and focused conversations with all students.

Consequences of choosing not to support our rights

Students are to be treated with respect and dignity. In return, they must demonstrate respect for themselves, others and the school environment.

Staff should maintain order in a consistent, respectful and responsible manner.

Parents/Carers play an important role in the education of their children and have a responsibility to support the efforts of school staff in maintaining a safe and respectful learning environment for all.

Student expectations:

- arrive at school on time, in full school uniform, prepared, and ready to learn
- participate actively in the school's education program
- follow the Behaviour Policy by taking responsibility for their own behaviour and learning
- behave in a way that respects the rights and property of others, including the right of students to learn and the right of teachers to teach
- cooperate with staff and others in authority
- to act within the school behaviour policy when travelling both to and from school or when attending an event organised by the school
- refrain from bringing anything to school that may compromise safety

Staff expectations:

- ensure consistency and fairness in implementing the department Behaviour Policy
- provide a safe and supportive learning environment
- provide inclusive and engaging curriculum and teaching
- initiate and maintain constructive communication and relationships with students and parents/carers
- promote the skills of responsible self-management with students
- comply with mandatory reporting/monitoring guidelines/systems

Parents/Carers' expectations:

- ensure that their child attends school regularly, on time, prepared and ready to learn
- support school staff in maintaining a safe and respectful learning environment for all students
- initiate and maintain constructive communication with school staff
- have an active interest and cooperate with the school to achieve the best learning, wellbeing and behavioural outcomes for their child.

All school community members are expected to:

- follow the school Behaviour Policy by taking responsibility for their own behaviour and actions
- respect and comply with UK law, especially in relation to unlawful behaviour involving weapons, alcohol, drugs, dangerous acts, vandalism, violence, verbal abuse and sexual misconduct
- respect the rights and diversity of others and treat others fairly and with dignity
- demonstrate honesty and integrity
- show proper care and regard for school and other people's property
- take appropriate measures to help those in need
- resolve conflict in a non-threatening manner

Detentions and exclusions

The school does not accept, and will challenge, any form of poor behaviour. Examples of poor or unacceptable behaviour are listed below but are not exclusively:

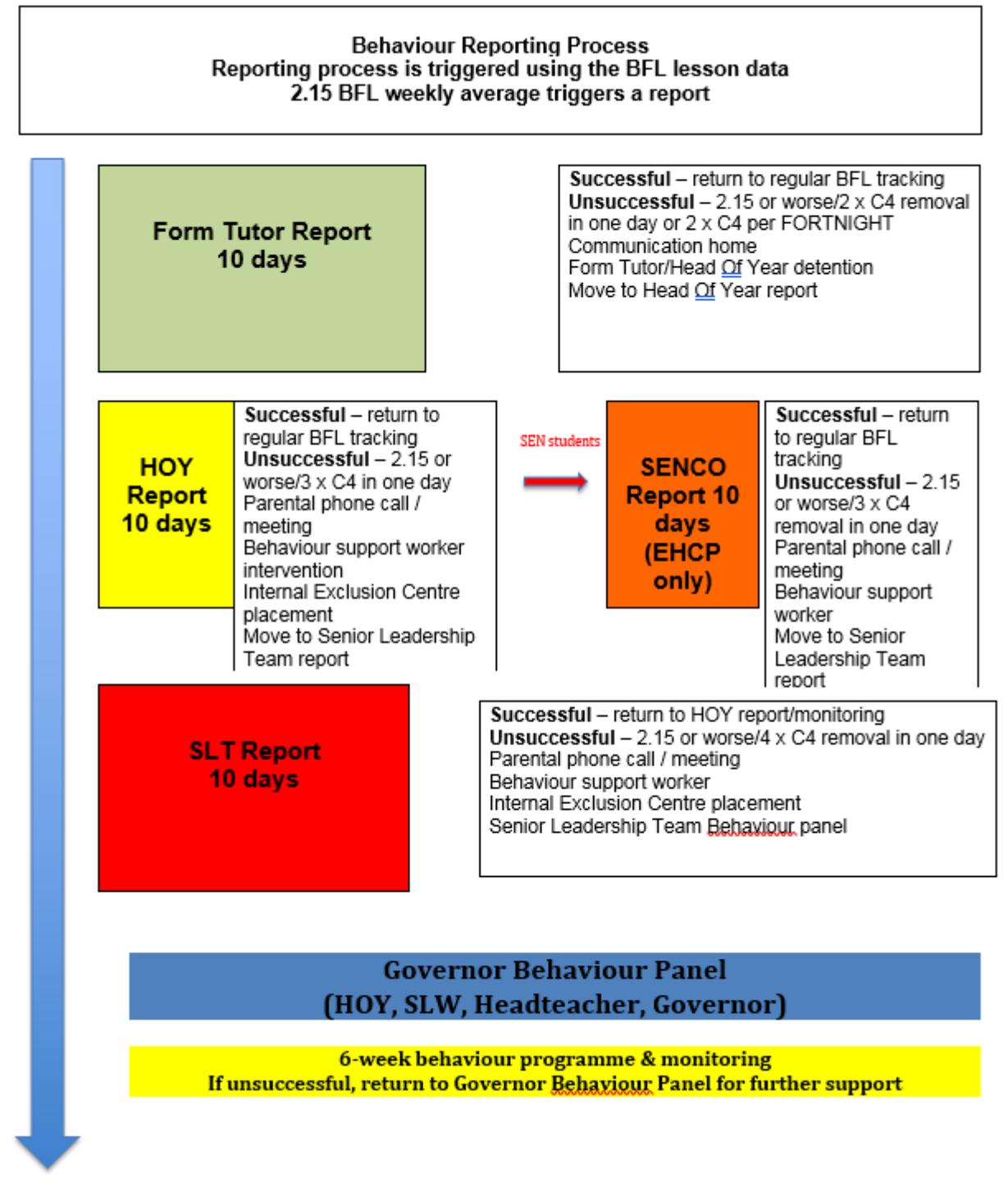
- Deliberately disrupting a lesson or the smooth running of the school
- Failure to comply with the school dress code [see student's planner]
- Use of foul, abusive or offensive language
- Incorrect Uniform/lack of equipment
- Unacceptable behaviour outside of the school, bringing the school into disrepute
- Unacceptable behaviour travelling to and from school whilst wearing the school uniform
- Truancy from lessons including lateness
- Discriminatory behaviour
- Smoking on school premises – if persistent this will lead to internal isolation
- Violent behaviour
- Vandalism or theft
- Substance misuse
- Bullying (Ref: Anti Bullying Policy)
- Refusing a reasonable request

Where a student's conduct falls below the standard reasonably expected one of the following consequences may be used or implemented:

- A negative comment recorded in the planner and on Sims
- After school detention – outside normal school hours
- Loss of break or lunchtime
- Internal Exclusion Centre Placement
- Fixed term exclusion
- Permanent exclusion
- Community service including collecting litter, removing graffiti, general cleaning duties
- Being placed on a monitoring report - this can either be pastoral or departmental
- Removal of privileges or loss of rewards
- Parental contact including parents being informed, asked to accompany their child to school and parenting contracts
- Sweep call recording
- Removal from individual lessons to other appropriate members of the curriculum area
- Confiscation or removal of personal items
- Paying for, or making a contribution towards, broken/damaged property

Where students disrupt the learning of others in a classroom, consequences will also be applied. All staff will follow the positive approach to managing discipline, (PMD).

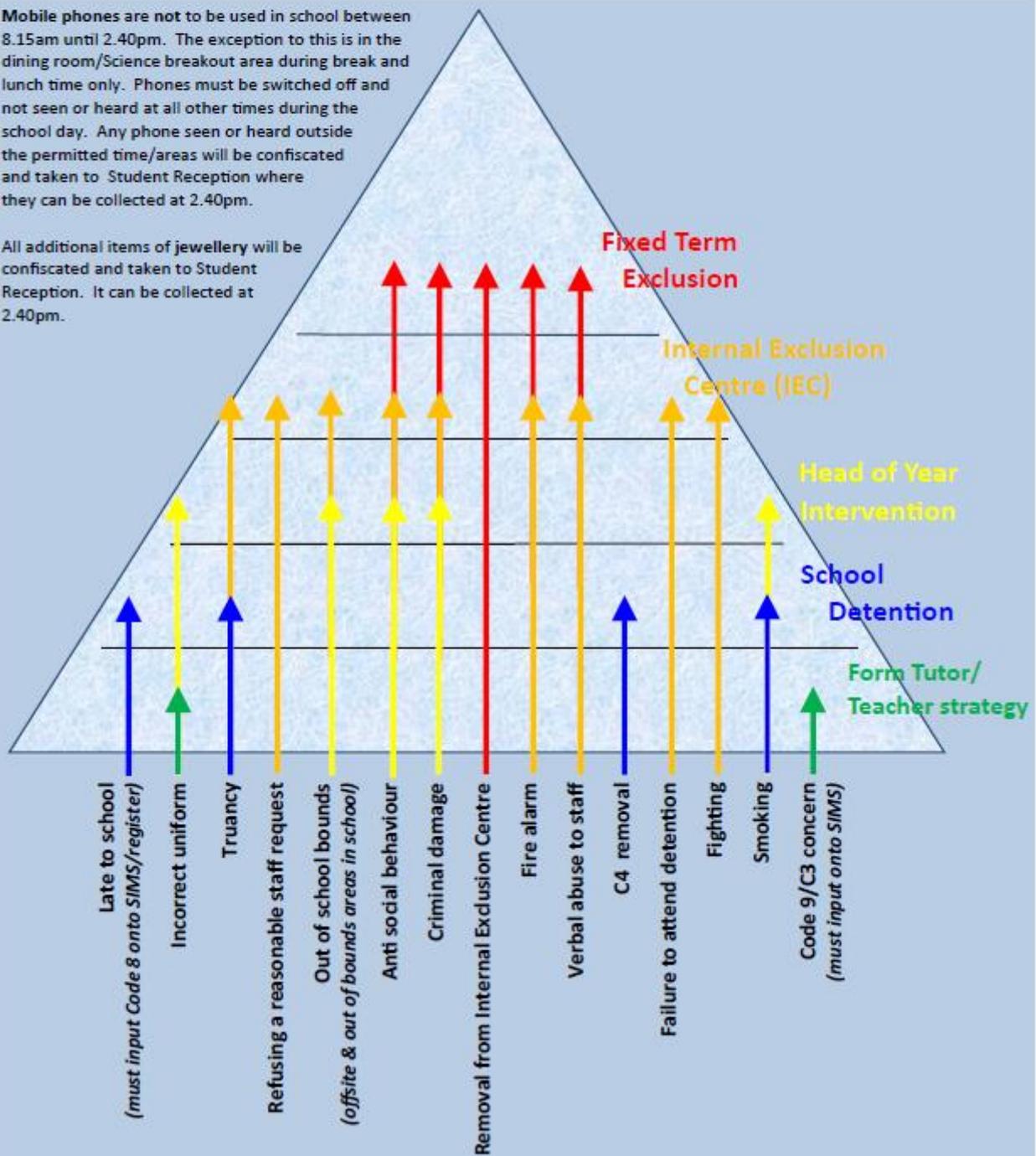
Sequential steps in dealing with behaviour, (but note that a serious incident could result in missing out early stages and going straight to a higher stage.)



Sanctions for misbehaviours committed around school

Mobile phones are not to be used in school between 8.15am until 2.40pm. The exception to this is in the dining room/Science breakout area during break and lunch time only. Phones must be switched off and not seen or heard at all other times during the school day. Any phone seen or heard outside the permitted time/areas will be confiscated and taken to Student Reception where they can be collected at 2.40pm.

All additional items of jewellery will be confiscated and taken to Student Reception. It can be collected at 2.40pm.



Unstructured time behaviours

It is important that there is a process within the academy that also supports with social time misdemeanours. Highlighted below are circumstances where a social time referral can be made reporting on the following behaviours:

Refusal to follow a reasonable request
Out of bounds
Anti social behaviour
Uniform not meeting academy standard
Use of mobile phone, MP3 or speakers in prohibited areas
Damage to school property
Fighting
Smoking

Any member of staff reporting an unstructured time misbehaviour must complete a referral form. The Pastoral team will collate and ensure a suitable sanction is put in place.

Internal Exclusion Centre Placement

Sometimes students may receive an Internal Exclusion Centre placement for a day or even longer for persistent poor behaviour, serious isolated incident/s or failure to comply with other items within the Behaviour Policy. During the placement students will be provided with their timetable lessons work where possible and will work in centre supervised by staff. The purpose of placement is to provide a serious sanction but also to offer an opportunity for the students to reflect on and to modify their attitudes and behaviour.

Fixed term exclusion

The school will use fixed term exclusions when a serious incident or a serious breach of the behaviour policy occurs. . Examples of a serious incident include:

This list is not exhaustive

- In response to a one-off misbehaviour which is so serious that it cannot be adequately dealt with by allowing the student to continue to attend the Academy
- Threatening a member of staff, either verbally or physically (an initial fixed term exclusion will be given pending further investigation)
- Incidents of physical/verbal/racial/homophobic abuse
- Assault (an initial fixed term exclusion may be given pending further investigation)
- Alcohol consumption (an initial fixed term exclusion will be given pending further investigation)
- Continued disruptive behaviour despite school intervention and support (offered or undertaken) which disrupts their and others learning
- Vandalism
- Theft
- Encouraging or instigating a fight or act of violence
- Bringing a weapon into school with the intention to harm ((an initial fixed term exclusion will be given pending further investigation)
- Bullying

All incidents are investigated and students are given the opportunity to make a written account. The Headteacher will consider all exclusions in line with current statutory regulations. Where exclusions are issued, a telephone call and letter will inform parents about the nature of the incidents. Students will be issued with work for the period of their exclusion and a reintegration meeting will be held in school prior to readmission with the Headteacher. Parents are expected to attend. During days 1-5 of a fixed term exclusion parents are legally responsible for their child's whereabouts, with the possibility of a £50 penalty notice if the child is found in a public place without reasonable justification.

Permanent Exclusion

Birches Head Academy have a zero-tolerance policy where behaviour seriously compromise the safety of themselves or others. Where an extremely serious breach of this policy is evident, students are at risk of permanent exclusion.

Examples of, extremely serious breaches or behaviour are:

This list is not exhaustive

- A serious assault against another student/member of staff
- The possession, use and distribution of alcohol whilst on the school premises or attending any event as a student of Birches Head Academy
- The possession, use and distribution of drugs whilst on the school premises or attending any event as a student of Birches Head Academy (such drugs include illegal or other unauthorised substances including those believed to be legal highs or controlled drugs)
- Persistent disruptive behaviour
- Sexual misconduct

Confiscation and Search

Confiscation is used as a disciplinary act. Items that may be confiscated include those that may be deemed to be interfering with learning or that could impact upon the welfare, health and safety of other members of the school community.

Possessions in relation to a student can include any item over which they appear to have control.

Staff have the right to seize, retain and/or dispose of such items. Whilst every effort will be made to return such items at a given time, the school does not accept liability for these items. Where appropriate, parents may be requested to collect items from school.

Where student's refuse to 'hand over' items to a member of staff, powers of search may be used.

Powers of Search

If a suspicion remains that a student is in possession of a prohibited item and the student does not surrender the item staff should refer the matter to the duty staff. Examples of prohibited items are:

This list is not exhaustive:

- Weapons/ Knives or other dangerous items
- Alcohol/Energy Drinks
- Cigarettes/E-Cigarettes
- Drugs

The powers of search are given to;

- Headteacher
- Deputy Headteacher
- Assistant Headteacher
- Senior Pastoral Leader
- Heads of Year
- Inclusion Manager

All searches will be conducted in line with current DfE guidance.

If the student refuses to cooperate with the search the Police and student's parents/carers/Police may be contacted, this is not a legal requirement.

Electronic Devices

Aims

The aim of this policy is to ensure that electronic devices are used in a way which does not endanger individuals or make the presence of such items an issue which adversely affects the day to day running of the school.

Rationale

As a school we recognise the important role that devices such as mobile phones can play in ensuring the safety of pupils as they travel to and from school. It is unreasonable to expect that pupils will not bring to school a variety of electronic devices, including music players and mobile phones. We also recognise that personal electronic devices can play an essential role in the daily life of many people.

However, it is essential that the rights of individuals are not infringed by these devices (by the unrequested taking of photographs, for example) and that these devices do not become an issue in the daily life of the school. The sophistication of modern electronic devices means we must approach their use with care. For example, the high value of many devices, the ubiquitous presence of cameras on many devices, and the potential for disrupting lessons (for example through silent texting) are all issues that require careful consideration. It is a fundamental part of our safeguarding procedures to try to prevent and educate pupils about cyber bullying, and mobile devices can often be an integral part of this. This policy is therefore an attempt to match the importance of safety and security with the importance of individual rights and the day to day operational requirements of the school.

Policy

1. Students must ensure that files stored on their devices do not contain violent, degrading or pornographic images. The transmission of some information is a criminal offence. Students found to be responsible for this will have their device confiscated; it will be returned to their parent/carer, or passed to the Police
2. Cyber-bullying is completely unacceptable. Students found to be responsible for this will have their devices confiscated; it will be returned to their parent/carer, or passed to the Police
3. Whilst the Governors give permission for phones to be brought to the school, responsibility for the phone rests with the student and the school will take no financial responsibility for loss.
4. The school is a workplace, devices must be switched off (not kept on silent) and kept in bags during learning time. During social time the students must not use their devices in the building, the only exceptions are the dining hall and Science area (KS4 only) during social times.
5. Head phones must not be worn during or between lessons, and students must not use phones or MP3 players to broadcast music in corridors, social areas or classrooms.
6. If phones or headphones are used or seen at incorrect times students will be challenged, and both or either seen will be confiscated. Students can collect these at the end of the day. If students dispute this parents will be contacted and this will be treated as 'Refusing a reasonable request'.
7. If there is an emergency which requires communication with home, students must speak to a member of staff who will deal with the matter. Personal mobile phones must not be used in the building and non-permitted areas. In emergency parents/carers should phone Reception and a message will be taken to the student.
8. Mobile phones cannot under any circumstances be taken into examination rooms. Breach of this rule will lead to invalidation of that examination and potentially other examinations.

Policy Review Framework

The policy should be reviewed annually (or sooner in the event of revised legislation or guidance).

Signed :
Governor/Chair of Scrutiny Committee

Date :