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# NETHER STOWE SCHOOL

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## Behaviour Policy

Version: Oct 2024

## 1. Aims and Key Principles

This policy aims to:

- Provide a **consistent approach** to behaviour management - *Where behaviour is inappropriate it is the behaviour that is unacceptable, not the student.*
- Define** what we consider to be unacceptable behaviour, including bullying
- Outline **how pupils are expected to behave** - *Students are responsible for their own behaviour.*
- Summarise the **roles and responsibilities** of different people in the school community with regards to behaviour management - *Students have the right to learn and teachers have the right to teach.*
- Outline our system of **rewards and sanctions** - *Our aim is for every child to be able to make the best use of the opportunities offered by the school*

## 2. Legislation and statutory requirements

This policy is based on advice from the Department for Education (DfE) on:

- Behaviour and discipline in schools
- Searching, screening and confiscation at school
- The Equality Act 2010
- Use of reasonable force in schools
- Supporting pupils with medical conditions at school
- It is also based on the special educational needs and disability (SEND) code of practice (2014)

## 3. Definitions

**Misbehaviour** is defined (but not limited to) as:

- Disruption in lessons, in corridors between lessons, and at break and lunchtimes
- Non-completion of classwork or homework
- Poor attitude
- Incorrect uniform

The Headteacher may consider a serious breach of the behaviour policy to be any of the following, which could lead to suspension from school or permanent exclusion; however, it is not possible to foresee all eventualities and the following list should not be deemed exhaustive:

- Repeated breaches of the school rules
- Serious actual or threatened violence against another student or a member of staff
- Any form of bullying - Racist, sexist, homophobic or discriminatory behaviour
- Sexual abuse or inappropriate sexualised behaviour
- Being in possession of, under the influence of, or supplying an illegal drug or alcohol
- Being in possession of any article a staff member reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the pupil)
- Absolute refusal to conform to reasonable requests by staff.

## 4. Roles and responsibilities

### 4.1 The Trust Board

- To ensure that the school's Behaviour policy promotes positive behaviour.
- To support the SLT in monitoring student attendance and suspensions from school, with special reference to key groups

## 4.2 The Headteacher

- The Headteacher will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently

## 4.3 AHT Behaviour and Culture:

- To ensure that systems for managing and monitoring behaviour and attendance work effectively and efficiently and monitoring their consistent implementation
- To ensure that good practice is both developed and shared
- To ensure that CPD develops the needs of individual staff and supports school priorities
- To ensure that appropriate systems are in place to facilitate work with outside agencies
- To ensure that the school communicates effectively with parents and carers to promote positive behaviour for learning
- To ensure that there is an emergency 'call out' facility for behaviour which becomes a barrier to learning during lesson time.
- To provide clear leadership and support for the school's Behaviour Policy
- To prepare regular Behaviour update reports to the Local Governing Body

## 4.4 Faculty and Middle Leaders:

- To ensure that a climate of reward and praise is upheld within the department and that this is recorded and monitored
- To monitor behaviour and learning outcomes, ensuring that students achieve their full potential
- To support the needs of individuals by implementing additional strategies including the use of outside agencies
- To support staff in managing student behaviour

## 4.5 Staff. All staff have a responsibility to:

- Model positive behaviour by example: courtesy, politeness, punctuality, respect, conflict resolution and avoidance are implicitly taught on a daily basis
- Make clear our expectations of good behaviour
- Provide positive recognition of good behaviour
- Liaise and communicate with parents

## Teaching and learning

Students will be motivated to learn with the support of teachers and a curriculum that inspires them. Staff will get to know students well and plan lessons which will be pitched at an appropriate level to stretch and challenge, whilst meeting the needs of individuals.

There are also aspects of behaviour that are taught through explicit curriculum areas for example PHSE, RE, PE. For some, students structured programmes such as anger management, social skills etc. will be appropriate. Within general classroom practice, there are understood and 'preferred practices' which are designed to teach positive behaviour.

## Classroom management

Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom.

They will:

- Create and maintain a stimulating environment that encourages students to be engaged
- Display the student code of conduct or their own classroom rules
- Develop a positive relationship with students, which may include:
  - Greeting students in the morning/at the start of lessons
  - Establishing clear routines
  - Communicating expectations of behaviour in ways other than verbally
  - Highlighting and promoting good behaviour
  - Concluding the day positively and starting the next day afresh
  - Having a plan for dealing with low-level disruption
  - Using positive reinforcement

## 4.6 Students

Students are expected to:

- Behave in an orderly and self-controlled way
- Show respect to members of staff and each other
- In class, make it possible for all pupils to learn
- Move quietly around the school
- Treat the school buildings and school property with respect
- Wear the correct uniform at all times
- Accept sanctions when given
- Refrain from behaving in a way that brings the school into disrepute, including when outside school

#### 4.6 Parent / Carer

- To ensure their child's regular attendance and punctuality
- To ensure their child brings the right equipment, dresses appropriately and completes homework
- To co-operate with the school to ensure that their child follows the school's positive Behaviour Policy
- To support the school in imposing sanctions, **including after school detentions – the school reserve its right to keep a child for up to 15 minutes without notice.** Parental consent is not required for detentions. (\*\*See DfE guidance note below). **Although there is no legal requirement for us to do so, the school will make best endeavours to communicate that a detention has been set via email.**
- To inform the Form Tutor/ Pastoral Head/Head of College, of any circumstances which may affect their child's learning
- To maintain regular contact with the school through attendance at parent's evenings, letters, emails and telephone calls, as appropriate

\*\*DFE guidance states:

With lunchtime detentions, staff should allow reasonable time for the pupil to eat, drink and use the toilet.

School staff should not issue a detention where they know that doing so would compromise a child's safety. When ensuring that a detention outside school hours is reasonable, staff issuing the detention should consider the following points:

- Whether the detention is likely to put the pupil at risk
- Whether the pupil has known caring responsibilities which mean that the detention is unreasonable

- Whether the parents ought to be informed of the detention. In many cases it will be necessary to do so, but this will depend on the circumstances. (For instance, notice may not be necessary for a short after school detention where the pupil can get home safely)
- Whether suitable travel arrangements can be made by the parent for the pupil. It does not matter if making these arrangements is inconvenient for the parent.

*If there is a significant reason why your child is not able to complete after-school detention, this must be submitted in writing to the Headteacher. Exceptions to the policy will only be granted in very rare circumstances and the expectation remains that detentions will be completed at an alternative time either during or before the school day.*

## **5. Rewards and sanctions**

Positive behaviour will be rewarded in line with the Rewards’ Policy and includes:

- Praise
- College Points
- Nether Stowe reward shop and app purchase (please see appendix as an example of prizes)
- Letters or phone calls home to parents
- Special responsibilities/privileges
- Reward Events

The school may use one or more of the following sanctions in response to unacceptable behaviour:

- A verbal reprimand
- Removal from lesson to a parked room
- Expecting work to be completed at home, or at break or lunchtime
- Detention at break or lunchtime, or after school

- Referring the student to a senior member of staff
- Letters or phone calls home to parents
- Agreeing a behaviour contract (with student and parent)
- Putting a pupil 'on report'
- Internal exclusion
- Second School Isolation
- Suspension from school
- Permanent exclusion

## **Behaviour Stages and Sanctions at Nether Stowe**

### **Basic Standards**

- Students are expected to meet our standards throughout the school day. Should a student accumulate 10 debits in a school day then this will automatically trigger a 30-minute detention after school. Please refer to appendix 1 debits and outcomes.

### **Lessons**

- Our ethos is that students need to be in lessons learning. There should be an expectation (from students and staff) that this will happen; support will be offered where necessary to facilitate this.
- Warning 1: Verbal warning given in relation to the behaviour. Pupil name recorded.
- Warning 2: Clear verbal reminder of final warning – next stage removal from lesson and placed within another supervised classroom setting.



- Removal: Either the pupil will be escorted, or directed, to the removal room or the member of staff will request a pastoral call-out in order to facilitate being placed in the removal room.

## **Pupils being ‘Placed’**

The student will spend the remaining time, from the lesson they have been removed from within another supervised classroom. If a student fails to meet all expectations within the parked room, then the sanction will be escalated to a period of time within Internal Exclusion.

## **The Consequence for lesson removal**

- The student will automatically serve a 30-minute detention at the end of the same day if they are removed from a lesson as a result of not meeting expectations (detentions will be served the following day for a period 5 removal).
- If a student fails to attend a 30-minute detention, then they will serve a 60-minute Senior Leadership Detention the next day.
- If a student fails to attend a 60-minute detention, then they will spend a period of time within Internal Exclusion followed by 60-minute detention.
- If a pupil has further removals from lessons within one week, this will result in time spent in Internal Exclusion and contact made with family.

## **Internal Exclusion**

- Students are expected to work under exam conditions.
- Removal from Internal Exclusion as a result of not meeting expectations could lead to Second School Isolation (SSI) and / or Suspension from school.
- A meeting with parents will take place on the student’s return.
- Students will not be allowed to leave Internal Exclusion to attend normal lessons, including a lesson to complete coursework or attendance at an extra-curricular activity or event.

A student may only leave the room if they have:

- A public examination
- A pre-arranged intervention arranged by the school
- A pre-arranged appointment out of school

**There is no negotiation of what constitutes successful completion in Internal Exclusion: pupils must remain and work in exam conditions.**

**The supervising member of staff will sign to confirm the hour has been successfully completed. All allocated hours must be signed off before the student is allowed back into lessons.**

## **Incidents Outside lessons**

The following behaviours are *examples* of not meeting our expectations and *may* result in an after-school detention or placement in Internal Exclusion for more serious incidents.

- Pushing and shoving
- Shouting indoors
- Inappropriate language
- Purposefully dropping litter or food or refusing to pick up litter accidentally dropped
- Being out of bounds
- Hitting, kicking or otherwise damaging school property
- Incorrect uniform (e.g coats or hoodies on in school; not wearing a blazer and unwillingness to address or correct.
- Purposeful defiance of staff instruction.

***There are no warnings necessary for these behaviours.***

## **Serious Incidents**

Some incidents, which can include defiance of reasonable instruction, require an immediate, more severe sanction. In the first instance time will be spent in Internal Exclusion; in some cases, this will be to enable an investigation to take place.

The time spent in Internal Exclusion may be extended – this decision will always be made by the College Head or a Senior Leader.

These incidents may also warrant one of the following: a parental meeting, warning of suspension from school, suspension from school, a governors' warning, or permanent exclusion. Students may also face a fine/community service detention.

The table below gives **examples** of incidents deemed to be of a serious nature (the list should not be deemed to be exhaustive):

1. Verbal or Physical abuse of staff or another student	<p>This may include:</p> <ul style="list-style-type: none"><li><input type="checkbox"/> Pushing, pushing past or barging into staff (and can include reckless behaviour around staff).</li><li><input type="checkbox"/> A physical act aimed at a member of staff (for example, throwing an object).</li><li><input type="checkbox"/> Fighting</li><li><input type="checkbox"/> Swearing directly at staff or another student</li><li><input type="checkbox"/> Rudeness and name calling</li></ul>
2. Internal exam misconduct	<ul style="list-style-type: none"><li><input type="checkbox"/> The issue will be referred to a senior member of staff and will be dealt with based on the nature of the incident and JCQ guidance</li></ul>
3. Truancy	<ul style="list-style-type: none"><li><input type="checkbox"/> Students may only be out of lessons with permission from a member of staff. A student will be marked as truancy if they arrive to their timetabled lesson after 10 minutes (without a valid reason).</li></ul>

	<ul style="list-style-type: none"> <li><input type="checkbox"/> A student who is truanting in school will be taken to their lesson and receive a 30-minute detention, to be served on the same day. If a pupil fails to follow the instruction, then they will be taken to Internal Exclusion.</li> <li><input type="checkbox"/> Parents will be contacted and may be expected to attend an immediate meeting if their child is persistently truanting within school.</li> <li><input type="checkbox"/> If a student fails to attend a 30-minute detention, then they will serve 60-minute Senior Leadership Detention. If this detention is missed then 5 periods within Internal Exclusion will be served followed by a 30-minute detention.</li> <li><input type="checkbox"/> Where persistent truancy is a serious problem, students' attendance within lessons will be monitored by their College Head. If there is no sustained improvement, parents and students will attend a meeting.</li> </ul>
4. Health & Safety breach	<ul style="list-style-type: none"> <li><input type="checkbox"/> Behaviours which pose a risk to students or others within the classroom, will be addressed immediately through the removal to another classroom or, for more serious behaviour breaches, Internal Exclusion.</li> </ul>
5. Violent or dangerous behaviour	<p>This may include but is not limited to:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Fighting</li> <li><input type="checkbox"/> Threatening behaviour</li> </ul>
6. Possession or use of alcohol or drugs	<ul style="list-style-type: none"> <li><input type="checkbox"/> This is against the law and may result in permanent exclusion.</li> <li><input type="checkbox"/> Students cannot refuse to be searched if an adult has reason to believe that they may be in possession of banned substances.</li> </ul>
7. Possession or bringing a weapon or dangerous item on to the school site	<ul style="list-style-type: none"> <li><input type="checkbox"/> This is against the law, is extremely dangerous, and may result in a permanent exclusion.</li> </ul>
8. Forbidden Items that will be confiscated (the list is illustrative and not exhaustive).	<ul style="list-style-type: none"> <li><input type="checkbox"/> Any form of knife and weapons or similar equipment</li> <li><input type="checkbox"/> Any form of alcohol, drugs or other unsafe substances</li> <li><input type="checkbox"/> Stolen items</li> </ul>

	<ul style="list-style-type: none"> <li><input type="checkbox"/> Tobacco and cigarette papers, cigarettes, lighters, matches, e-cigarettes (vapes)</li> <li><input type="checkbox"/> Bubble/chewing gum</li> <li><input type="checkbox"/> Laser pens, fireworks</li> <li><input type="checkbox"/> Pornographic and other offensive images/publications</li> <li><input type="checkbox"/> Any canned/bottled carbonated drink or energy drink.</li> <li><input type="checkbox"/> Any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property</li> </ul>
9. Setting off the school fire alarm	<ul style="list-style-type: none"> <li><input type="checkbox"/> This is against the law, causes significant disruption to the whole school, and will result in suspension from school.</li> </ul>
10. Deliberate damage to or theft of property	<p>This may include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Deliberate vandalism to any school property</li> </ul>
11. Smoking or vaping	<ul style="list-style-type: none"> <li><input type="checkbox"/> Smoking or vaping is not permitted anywhere on the school site. If a student is seen smoking or vaping - or has the clear intent to smoke or vape on the school site - it will result in a serious sanction and may include a suspension from school.</li> <li><input type="checkbox"/> Serious sanctions, including internal exclusion or suspension from school, will also be imposed where a pupil is in school uniform and is seen smoking or vaping outside the school site.</li> <li><input type="checkbox"/> Repeat offences will be treated more seriously.</li> </ul>
12. Buying and selling	<ul style="list-style-type: none"> <li><input type="checkbox"/> It is prohibited for students to sell any item to another student without the explicit permission of a senior member of staff.</li> <li><input type="checkbox"/> We are a cashless school to protect students.</li> </ul>
13. Bullying or prejudicial language directed at another person	<p>This may include:</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Physical or verbal abuse of others</li> </ul>

	<input type="checkbox"/> Offensive text messages or misuse of social networking or other internet sites.
14. Multiple occupancy within a toilet cubicle. This is a serious safeguarding concern.	<input type="checkbox"/> Multiple occupancy within a toilet cubicle will result in a 30-minute after school detention.

### Specific Guidance is relation to iPads

The iPad is the same as any other piece of school equipment and, therefore, the same school rules apply. For example, if a student draws something inappropriate in their exercise book we would issue a sanction. The same applies to the iPad. If a student threatens another student, then we have an established process to follow. If a student threatens a student using the iPad as the delivery mechanism the process to follow remains the same.

Inappropriate and/or misuse of iPad	<p>This may include (but is not limited to):</p> <ul style="list-style-type: none"> <li><input type="checkbox"/> Using the iPad after teacher has told students to put down iPad</li> <li><input type="checkbox"/> On a different App to that directed by the teacher</li> <li><input type="checkbox"/> Hard restarting the iPad to temporarily bypass Classroom Teacher App</li> <li><input type="checkbox"/> Taking a photograph of another person</li> </ul>	Warnings and sanctions will be issued in line with behaviour policy
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iPad not available to use	<input type="checkbox"/> Student does not bring iPad to school <input type="checkbox"/> iPad runs out of battery	Warnings and sanctions will be issued in line with behaviour policy
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- Smoothwall is the software utilised in school to track and monitor the appropriate use of IT equipment, including use of the internet. Smoothwall related incidents in school and outside of school will be dealt with in line with both behaviour and safeguarding policies.
- Multiple incidents of the above picked up by tutor/college head as part of routine behaviour monitoring.

## Mobile phones

- On the school grounds, mobile phones must be turned off and stored in bags.
- Students must hand over to a member of staff any phone that is seen or heard. This will be confiscated until the end of the school day and may be collected from reception at the end of the day.
- If confiscated more than once during a half term, an appropriate adult will be required to collect the confiscated phone.
- Refusal to hand over the phone is defiance and students may be escorted to Internal Exclusion. Continued refusal to hand over the phone, will result in an extended period of time in Internal Exclusion, until the phone is handed over.
- Please note pupils are always expected to hand over phone when in Internal Exclusion.
- Designated staff members have the power to search pupils should they suspect any inappropriate and / or misuse of a mobile phone.

## Uniform

- Students who arrive in school without the correct uniform and refuse a reasonable replacement, will be placed in Internal Exclusion until a parent or carer brings in the missing article. Refuse to follow instructions is defiance and the student will spend additional time in Internal Exclusion.
- Students are permitted subtle jewellery for example stud earrings, a watch or a small ring.

- No other visible piercings are acceptable, nor are students allowed false nails or false eyelashes.
- Any makeup worn by pupils must also be subtle. Students will be asked to remove and hand over any items which do not meet uniform expectations.

### **Late to school**

- Students arriving after 8.40 at the student entrance (without good reason) are considered late for school.
- Students arriving late to school must sign in at reception and will discuss the reason for their lateness with a member of staff. If students do not have a valid reason, they will receive a 20-minute lunch time detention, to be served on the same day. This will be escalated to a 30-minute same day detention for failing to attend or being late.
- Students arriving late more than twice in a week, will serve a 60 min detention.
- Where persistent lateness is a serious problem, parents and students will attend a meeting. Penalty Notices may be issued for persistent lateness.

### **Late to lesson**

- Students are given 5 minutes at lesson changeover to arrive to their timetabled lesson. After 5 minutes pupils will be marked late.
- Students arriving late to lesson will receive a 20-minute lunch time detention to be served on the same day. This will be escalated to a 30-minute same day detention for failing to attend or being late. (please note: lunch time detention will be held the following day for lateness to period 5)
- Where persistent lateness to lessons is a serious problem, students' punctuality will be monitored by their College Head. If there is no sustained improvement, parents and students will attend a meeting.

### **Behaviour Support and Early Intervention**

- Students who are removed from repeated lessons across the curriculum will meet with their Pastoral or College Head to discuss the reasons why and how to prevent further incidents. Further support may be offered by form tutors and/or subject leaders if appropriate.
- Where there is an apparent issue in one curriculum area, students will meet with the Head of Faculty and the class teacher to identify barriers and put strategies in place to prevent further incidents.



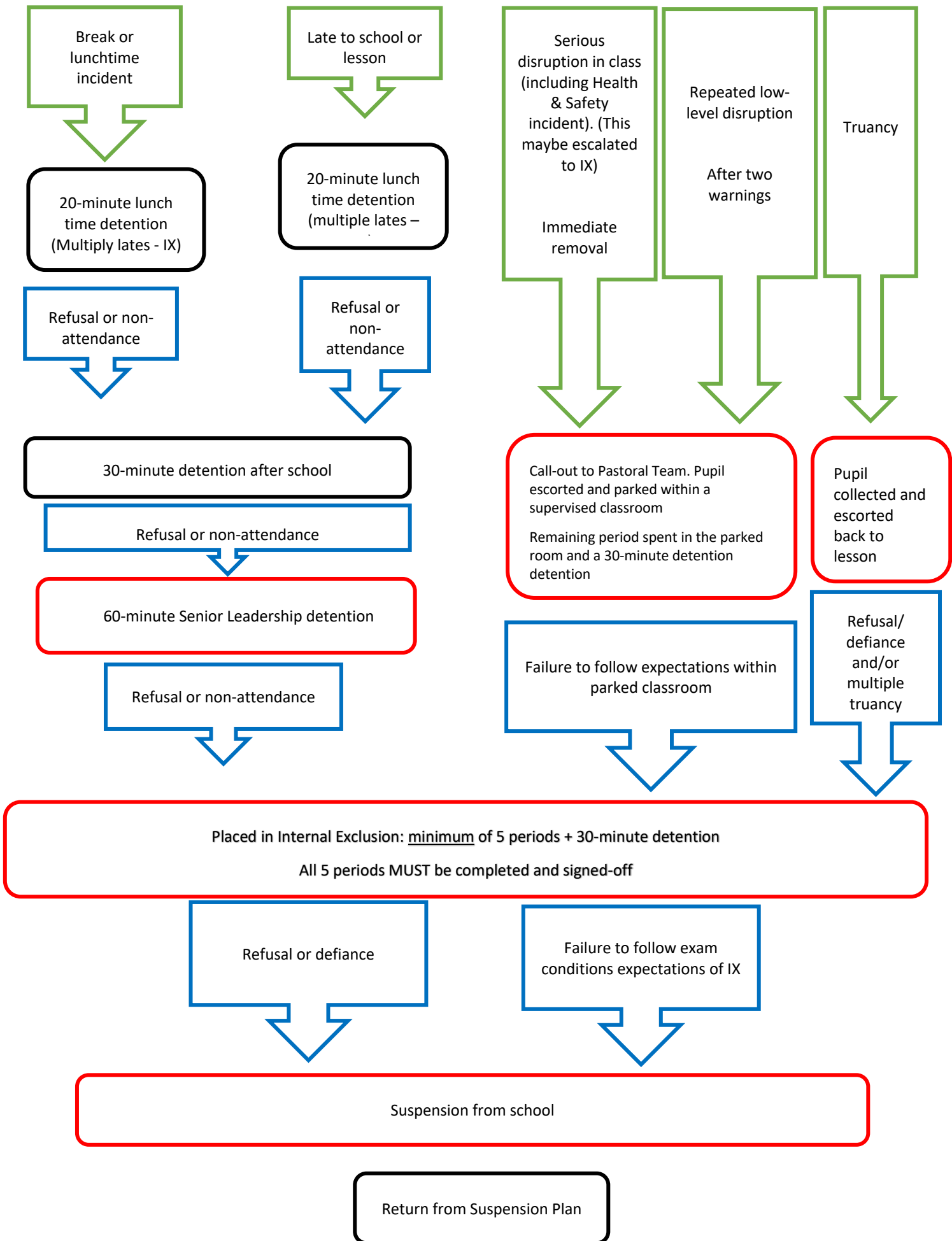
## **Pupil Passes**

We recognise that some pupils require time-out and therefore a pass will be provided under the following criteria.

- A formal medical diagnosis from a GP, or consultant, with written evidence
- A formal psychological diagnosis from a medical practitioner (please note this does not include CAMHS advice)
- A need formally written into an EHCP
- Safeguarding concerns
  
- If a pupil requires pastoral support, then they must access the pastoral team at the appropriate times (before/after school and/or break/lunch time). Pupils will be sanctioned in line with the behaviour policy should they walk out of lessons.

## **Suspensions from school**

- The decision to suspend a student from school is never taken lightly and every effort will be made to prevent this.
- When a student returns from suspension it is important to re-set expectations. A meeting will be held by either a College Head or a senior member of staff. If there are persistent concerns with a pupils behaviour then alternative sanctions will be considered including second school isolation, managed move and in extreme circumstances a permanent exclusion.



## APPENDIX 1: Debits and Outcomes

Form Tutor prepares pupils for learning. Providing equipment and uniform check.

(Please note: Should a pupil not have an iPad, iPad uncharged or no stylus then 1 debit to be given)

### (Phase 1) Minor Incidents

- Lack of equipment (including iPad, uncharged iPad, no stylus) = 1 debit
- Uniform = 1 debit
- Chewing gum = 1 debit
- 2<sup>nd</sup> warning - Lesson Warning (including lack of work) = 2 debits
- Phone removal = 5 debits
- Home learning = 5 debits
- Multiple toilet occupancy = 10 debits
- Late to lesson/school = 5 debits – (Lunch time detention)
- Poor conduct at social/transition time = 5 debits – (Lunch time detention)

Accumulation of 10 debits = 30 mins Whole School Detention

Missed lunch time detention = 30 mins Whole School Detention



### (Phase 2) Whole School Detention (10 debits)

Lesson removal = 10 debits

Truancy = 10 debits

Missed whole school detention = 15 debits

**Higher level sanctions**

**(Phase 3) Internal Exclusion - Serious Incident (this is not exhaustive list)**

**Any of the serious incident listed may be escalated to second school isolation and/or suspension**

**Bullying = 15 debits**

**Homophobic incident = 15 debits**

**Racist incident = 15 debits**

**Sexual harassment = 15 debits**

**Smoking or vaping = 15 debits**

**Multiple truancy = 15 debits**

**Verbal abuse = 15 debits**

**Verbal threat = 15 debits**

**Fighting = 15 debits**

**Defiance = 15 debits**

**Deliberate damage to or theft of property = 15 debits**

**Forbidden items that will be confiscated = 15 debits**

**Health and safety breach = 15 debits**

**Rudeness to staff = 15 debits**

**(Phase 4) Second School Isolation = 20 Debits / Suspension = 25 Debits**

**Setting off the school fire alarm**

**Inappropriate language directed at a member of staff**

# Whole School Rewards

