



**Studio
@Deyes**



LLT

Whole School Behaviour For Learning Policy

Adopted 8/01/18

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Owner – John Parry, Head of School

Whole School Behaviour for Learning Policy

RATIONALE:

The school's aim is to deliver opportunities for outstanding Teaching and Learning within a positive school atmosphere based upon a sense of common purpose, core values and a sense of community. We adopt a whole-school approach to the promotion of good behaviour which is underpinned by respect, self-discipline, tolerance and personal responsibility. We are committed to cultivating the highest possible standards of behaviour for learning and safety. Co-operation and consensus are the keys to the maintenance of good behaviour. We are all members of the same school community and should strive to promote the principles and practice contained within this policy.

The policy applies where students are on the Studio premises or elsewhere in the lawful control or charge of the staff member (for example on a school visit) or in the Studio community.

- The policy links to behaviour online via our E-Safety policy. Posting of electronic messages (e.g. via Facebook, Twitter or by Text or Email) which may cause offence/ has caused offence to others and which may / has led to conflict is covered by this policy.

PRINCIPLES:

Our School Behaviour Policy seeks:

- To promote a respect for learning and encourage an awareness of education as a lifelong process.
- To positively encourage outstanding behaviour for learning and safety.
- To define the role of all staff in promoting and rewarding outstanding behaviour for learning.
- To develop relationships between staff and students and between the students themselves, based upon respect and tolerance.
- To define to all students what is expected of them.
- To state what is expected from parents and carers and encourage involvement.
- To outline the key structures and procedures used to ensure outstanding behaviour.
- To provide guidance on the consistent use and equitable balance of rewards and sanctions.
- To emphasise responsibilities in relation to the whole school and the local community.

Role of Staff

Teachers set the tone of our community and the expectation for appropriate Behaviour for Learning (BfL) by maintaining positive attitudes at all times and promoting high expectations for all.

The Teaching and Learning Policy (T&L) and the BfL policies underpin these expectations.

1. Teachers should ensure that learning objectives are clear, lessons are well organised, and that work is sensitively differentiated.
2. In the classroom teachers should set clear expectations, be fair and engage pupils whilst applying the T&L and BfL policies.
3. *The Classroom Expectations, Code of Conduct and Core Values should be prominently*

displayed and referred to consistently and appropriately.

4. Teachers should show appropriate appreciation for effort *and* achievement of pupils, by using the Schools Rewards System overtly, sensitively identifying, praising and rewarding students for outstanding behaviour, effort and work.
5. Meet students at the door as they come in, with a positive welcome. Give a fresh start; do not hold grudges. All students receive a '2' on Lesson monitor.
6. Record any amendments to the Register on the 1-5 system and log behaviour records in SIMs.
7. For all teachers and support staff it is their constant responsibility when on the school site, or when accompanying pupils on visits and residential trips, to apply expectations of outstanding behaviour and to intervene when these are not met.
8. All staff should use common language to ensure consistency. "Chance/Warning/Action" and "One Voice"
9. Teachers and support staff are expected to demonstrate to young people courteous, considerate, polite and appropriate behaviour at all times.
10. Teachers should always aim to manage behaviour positively and especially when dealing with challenging behaviour in order to help the student maintain dignity and pursue restorative action to enable a fresh start.
11. Staff should only use positive handling in lawful circumstances, for example to prevent a student from hurting themselves or others.
12. Teachers should ensure they update their understanding and skills in managing behaviour effectively by taking regular advantage of relevant professional development opportunities.

Role of the Student

Students are expected to be polite and show consideration towards each other and towards all school staff. Students are invited to make a contribution to determining school behaviour-management policy through representation to the school council. The following principles underpin this behaviour management policy:

1. Students are required to observe the following basic rules in the classroom:
 - a) Arrive on time, in correct uniform with all the equipment needed for the lesson.
 - b) Listen carefully when the teacher is giving instructions.
 - c) Raise a hand to gain attention and wait to be asked before speaking.
 - d) Stay in the allocated seat or workspace unless given permission to move.
 - e) Treat others with respect and consideration at all times in line with our Core Values.
2. Students must follow staff instructions promptly and courteously.
3. Students must obey all health and safety regulations in classrooms and around the school.
4. Students should never make racist, sexist, homophobic or other abusive or humiliating remarks.
5. Students must never resort to physical violence.
6. Students must demonstrate appropriate behaviour when travelling to and from school and this policy applies whenever the school uniform is worn or on trip whilst representing the school.
9. Students must not smoke on school site.
10. In KS4 students may bring mobile phones into school but they must be handed in to staff in the morning and they will be returned at the end of the school day. If any student does not comply with this and is found later in the day with their phone it will be confiscated and only returned to parents. This is to ensure there are no distractions to

learning and to ensure students keep safe online. Please note this policy changes when students enter KS5. If students refuse to hand over their phone it would lead to parental contact and potential exclusion.

11. The following items are not allowed in school under any circumstances:

- a) Alcohol and drugs (The school will not tolerate drug use of any sort on school property or during off-site school activities. The school takes its anti-drugs policy very seriously and will discipline any person found to be in possession of drugs. This includes solvents and any other substance that can be misused or harmful. Students may be permanently excluded if they are found to be involved in drug-related incidents. This includes supplying, possessing, or taking drugs.)
- b) Cigarettes, matches, and lighters.
- c) Chewing gum.
- d) Weapons of any kind.
- e) Material that is inappropriate or illegal for children to have; such as racist or pornographic material

At KS5 we operate a Green/Amber/Red card policy and students will be given the freedoms associated with young adults. However, if they breach the behaviour policy their card would change from Green to Amber and then to Red and associated behaviour contracts would sit alongside that.

Prescription drugs

Carrying, supplying or taking prescription drugs illegitimately could result in a permanent exclusion.

Non-prescription drugs

Some over-the-counter drugs can be harmful if misused. We advise that students should not carry these in school. If they need medication they can go to the Student Services room. .

Medication

We are aware that it may be necessary for some students to take medication during the school day. Parents should make the school aware of this in writing as soon as their child starts taking the medication and this should be lodged with the School First Aider via Student Services.

Bullying

Studio@Deyes wants to make sure that all students feel safe at school, and accepted into our school community. Our ethos is one of inclusion and equality; bullying of any kind is regarded as a serious breach of our behaviour policy and will not be tolerated, whether it is a one-off incident or an ongoing campaign.

Bullying can be verbal or physical, and can be directed at both staff and students. The school practices a preventative strategy to reduce the chances of bullying, and our anti-bullying policy is instilled in our curriculum and everything we do at the school. It is made very clear to pupils what is expected of them in terms of respecting their peers, members of the public, and staff, and any intentional breach of this will result in disciplinary action.

If an allegation of bullying does come up, the school will:

- Take it seriously.
- Act as quickly as possible to establish the facts.

- Record and report the incident; depending on how serious the case is, it may be reported to the Head of School.
- Provide support and reassurance to the victim
- Make it clear to the 'bully' that this behaviour will not be tolerated. If there is a group of people involved, they will be spoken to individually and as a whole group. It is important that children who have harmed another, either physically or emotionally, redress their actions, and the school will make sure that they understand what they have done and the impact and consequences of their actions.
- Ensure that if a sanction is used, it will correlate to the seriousness of the incident and the 'bully' will be told why it is being used.
- Consider a fixed term exclusion in cases of repeated bullying.

Partnership with Parents and Carers

Parents/carers are encouraged to work with the school to ensure that their children contribute to the maintenance of a safe and secure learning environment.

1. Parents/carers are required to guarantee that their children's behaviour does not prevent others from learning effectively.
2. Parents/carers are entitled to an explanation of actions taken by the school which will always endeavour to be fair and proportionate particularly in the application of sanctions and the treatment of anti-social behaviour.
3. Parental consent is not required for detentions. Studio@Deyes will always strive to give a parent 24 hours' notice for detentions via the school reception in order to foster good relationships and to ensure student safety. However 15 minute detentions are acceptable at short notice.

Please note that buses will leave at the discretion of the Head of School and may be delayed if students receive detentions.

Rewards System

Students need to know that we have high expectations of them and staff should use praise to reward and reinforce good behaviour.

We value and recognise achievements of every kind and everyone should have access to rewards through the Reward System.

Subject Rewards

Students should be rewarded and experience other students being rewarded each lesson with the use of 1's on the register

These 1's will be tallied and Teachers will use a Bronze, Silver, Gold approach to reward students with the most 1s.

Using SIMS 1's will be awarded for

- a) Excellent effort
- b) Outstanding work
- c) Excellent attitude
- d) Contribution to the Studio School ethos and demonstrating employability skills

Personal Coach Rewards

Personal coaches may award Bronze postcards *for those students who are constantly:*

- a) Prepared for school with the correct equipment every day, stationery, kit etc.
- b) Extra-curricular contribution for any kind of involvement in an activity outside normal learning in lessons.
- c) Students displaying the Core Values of Studio@Deyes.

Exceptional Performance Awards

(Silver awards)

Each member of staff will award 6 of these per half term.

These Exceptional Performance Awards should be communicated with faculty leaders and students will receive a postcard home from the teacher and subject and will be entered into a draw for a high value prize e.g. Voucher for each Key Stage

Termly Gold award assemblies Awarded by SLT

Further work will take place on the rewards policy

Progress Assessment Rewards

Steps System

When managing behaviour in the classroom staff should ensure that their instructions, discussions and sanctions strategies are guided by and explained using our Chance/Warning Action policy and using the 1-5 logging system.

Students need to know where the boundaries of acceptable behaviour lie and the type of sanctions which may be applied if a boundary is crossed. Skilled use of this framework to provide a commonly understood format for restorative practice and sanctions is a key element of our behaviour management practice.

STEP 1 - CHANCE explanation and verbal warning

STEP 2 - SECOND WARNING, Recorded on the register as a 3 (Staff are to right click and code B for Behaviour/ or E for Effort. This is followed by a restorative conversation and an optional 5-10 minute detention with the teacher at break/lunch or end of the day.

STEP 4 – ACTION, Recorded on the register and in SIMs behaviour log as a 4.

15 minute detention and parental contact home via telephone or *email*. A student may also be buddied to a next door classroom at this point.

STEP 5 – CABLE will be called and Student removed for either persistent disruption to learning or a serious offence e.g. Swearing/Aggression/Defiance. Logged as 5 on register and leads to 2 hours in Student services Isolation room.

STEP 6- EXCLUSION. Logged as 6 on the register. This is managed by Student Services Behaviour Manager or SLT and this records a full day isolation.

More than 3 6's in a half term triggers immediate Parental interview with Head of School or Exec Leader LLT and a formal warning letter.

The Isolation room provision is pass/fail. If a student fails their day in the isolation room by not completing work or misbehaving, they will repeat the isolation the following day. The day involves loss of all social time.

Step 7 = External exclusion from school

Removal Procedures CABLE - Creating a Better Learning Environment

The 'Cable' STEP 5 provision is a facility which exists to support teachers in circumstances where they have implemented all possible behaviour for learning strategies and have exhausted the Studio's "1-5" behaviour management processes.

"CABLE" should not be seen as a behaviour management tool or part of the teacher's "normal" toolkit when dealing with behaviour in the classroom. "On-Call" should only be utilised when all other strategies have been unsuccessful.

The Process

A teacher can request support by contacting cable via walkie talkie or email Cable@Studio-deyes.co.uk or by sending a student to reception. Students must never be sent or escorted to

the Student services room directly by teaching staff.

On arrival to the call out, the CABLE staff member (or a member of SLT) will mentor students to restore behaviours which are 'fit for purpose for learning'.

'Cable' will not automatically result in a student leaving lessons.

The aim at all times is to resolve the student's poor behaviour choices through reflection on the impact and consequences of their actions and their undertaking to improve and engage in learning.

There are 3 possible outcomes to an "On-Call" –

1) Issue resolved – student returns to learning and successfully engages

2) "Turnaround Time" – student is taken to the "Student Services". This is a short term reflection and target setting provision for 2 periods only, but will always be followed up with parental contact by the teacher.

3) A full day internal exclusion including break and lunchtime for serious offences. Any student requiring isolation turnaround time will complete a reflection sheet, and with the support and guidance of the student services manager. Students may only return to classes upon successful completion of a Reflection Sheet and a restorative conversation, which must have been signed off by the student and the student services manager.

Support Mechanisms

If a teacher has behaviour issues with a student, class or classes and they feel that they have exhausted their own strategies then they should seek support earlier rather than later. This should not be seen as an admission of failure but as a CPD opportunity. All teachers experience behavioural issues and all teachers benefit from support, another perspective and an opportunity to try something new.

- At Studio@Deyes we will support staff to ensure that learning can take place. There is a range of support available dependent on need and severity of the problem, as follows:
- Initially ask an experienced colleague for general advice
- Take the matter to your Line Manager who will be able to advise on possible classroom or lesson strategies, sanctions and subject monitoring reports that may minimise issues and provide focus.
- Inform the Student Services manager who may choose to mediate with the student or visit your classroom to talk to the class and reiterate the schools expectations and consequences in an emergency, teachers should seek assistance from the nearest senior colleague.

You can request that the 'On-call' staff visit a class to offer support on a planned basis

Detentions

Late Detention (DL)

For 3 or more late marks in a given week. Students will be detained on a Friday afternoon for up to 1 hour 12.45-1.45pm. This will take place with the Students Services manager or a member of SLT.

Students who repeat 2 lates in a second week in a half term are placed upon 2 week punctuality report and are detained for each late.

Daily Detention D1

Teachers to keep students for up to 15 minutes at lunchtime or after school with no notice required. (Failure to attend leads to D2)

Subject Detention (D2)

Each Subject teacher is supported in delivering sanctions by a Department or Faculty detention.

Tuesday after school for up to 30 minutes (Following a Sims log of 4)

Failure to attend leads to D3

SLT Detention (D3)

Due to escalation or a more serious infringement of Behavioural Policy.

Friday after school for 60 minutes

Behaviour and Safety on-site and in our Community

Students have a responsibility to behave with care, courtesy and common sense when they are between lessons and travelling to and from school.

All staff have a responsibility to foster and promote good behaviour and to intervene in an appropriate way when unacceptable behaviour occurs.

1. Students should maintain the uniform and good conduct expected in the classroom around site
2. Students should take responsibility for their own safe conduct at all times.
3. Students should act with care, courtesy and common sense when moving around the buildings, site and community.
4. Smoking is strictly prohibited for all students at all times. This includes electronic cigarettes. **The sanction will be SLT detention on Friday at 1.15pm and letter home.**

Powers to Search and Confiscation of Prohibited Items

Powers to Search

The Head of School and staff authorised by him have a statutory power to search students or their possessions, without their consent, where they have reasonable grounds to suspect that the pupil may have a prohibited item.

Prohibited items are:

- Knives or other weapons
- Alcohol
- Illegal drugs
- Prescription drugs which have not been issued to that student and which they should not be in possession of
- Over the counter medicines which, on balance of probability, it is inappropriate for the student to be in possession of
- 'Legal' highs such as those containing methoxetamine, synthetic cannabinoids and 5 and 6 APB (but not exclusively restricted to these)

- Stolen items
- Tobacco, smoking paraphernalia and E-Cigarettes
- 'Energy Drinks' such as those containing caffeine, taurine or other, similar ingredients.
- Fireworks
- Pornographic materials, whether printed or stored electronically
- Any other article which a member of staff reasonably suspects has been, or is likely to be used to: Commit an offence; Cause personal injury to any person, including himself or herself; Cause damage to property; Prejudice the maintenance of good order either during a lesson or otherwise

The search may be carried out on the school premises or where the member of staff has lawful control of the pupil. The search may only be carried out by the Head of School or by a member of staff who has been authorised by the Head of School to carry out the search.

The person carrying out the search:

- May not require the pupil to remove clothing other than outer clothing;
- Must be of the same sex as the pupil;
- Must be carried out in the presence of another member of staff
- The pupil's possessions may only be searched in the presence of the pupil himself and another member of staff.

Where an item prohibited by this behaviour policy is confiscated as the result of a search and it is an electronic device such as a mobile telephone, the member of staff who seized the item may inspect the data on it, if he/she thinks that there is a good reason to do so. For this purpose, the member of staff has a good reason if he/she reasonably suspects that the data or file on the device in question has been or could be used to cause harm, to disrupt teaching or break the school rules. The Studio also reserves the right to inspect data on any electronic device which is confiscated by a member of staff. The school is entitled to retain the device if it contains material which has been or could be used to cause harm, to disrupt teaching or break the school rules.

It is a condition of having a locker in the Studio that the student gives their consent to it being searched.

Any formal complaints about students being searched should be made in accordance with the Studio's usual complaints policy.

Confiscation of items NB- The Studio will collect KS4 phones at the start of the day and keep them in a safely locked area and will return them at the end of the school day. Failure to hand in a phone will lead to 1 day in Isolation in Student services and a parental interview.

If the confiscation falls within this behaviour policy and is reasonable, the person confiscating is not liable in respect of the confiscation, the disposal or any damage or loss arising. The Studio will follow statutory guidance issued by the Department for Education when deciding what to do with a confiscated prohibited item.

The Studio@Deyes policy also forbids gambling on site and this would lead to parental contact and a disciplinary sanction.

Exclusion Policy

This involves internal Exclusion in Student Services or external fixed term exclusion from School

Internal exclusion will be logged on SIMS as a 6 by the Student Services Manager. External exclusion will be logged as a 7 by the Student Services Manager or Head of School.

1. Violence or verbal aggression **or refusal to spend a period of time in isolation** will normally result in fixed term exclusion from the school.

Other type 6 incidents may include.

- **Physical assault against a student**
- **Physical assault against an adult**
- **Verbal abuse/threatening behaviour against a student**
- **Verbal abuse/threatening behaviour against an adult**
- **Bullying**
- **Racist abuse**
- **Sexual misconduct**
- **Drug and alcohol related**
- **Damage**
- **Theft**
- **Persistent disruptive behaviour and escalation through our policy.**
- **Weapons related**
- **Arson**
- **Please note this is not an exhaustive list**

2. As part of a graduated response a student may be excluded for one or more fixed periods or permanently

3. If further evidence comes to light, a fixed term exclusion may be extended or a permanent exclusion may be considered

4. School has the power to direct a student offsite for education to improve their behaviour

5. A student may transfer to another school as part of a managed move in which we will support the student and family in this move

The decision to permanently exclude a student will only be taken

1. In response to a serious breach or persistent breach of the school's behavioural policy

2. Where allowing the student to remain would seriously harm the educational welfare of the student or others in the school

Behaviour of students outside of school can be considered grounds for disciplinary action and will be considered by the Head of School if damaging to the safety of others or the reputation of the school

If the Head of School is absent then the person acting in their position can exclude.

Evaluation

1. The Governors' disciplinary committee will review statistics termly on fixed term

and permanent exclusion

2. Faculties will monitor weekly the behavioural incidents that have occurred in their subjects and ensure that all incidents are followed up.
3. The Student Services manager will monitor all students on report programmes daily
4. SLT will monitor On Call data and behavioural incidents termly via a report from the Student Services Manager
5. SLT will monitor termly the distribution of rewards
6. SLT will seek feedback from stakeholders including staff students and parents.

Links to other policies:

Accessibility policy

SEND policy

Equal opportunities policy

Safeguarding and child protection policy

Anti- bullying policy