



PARK HIGH SCHOOL

# Behaviour Policy

UPDATED	Autumn 2019
AUTHOR	Mike Haldenby
DOCUMENT OWNER	Mike Haldenby
VERSION No	1.0 from Sept 2019
NEXT REVIEW	October 2020
REVIEWED BY	WSC

# CLASSROOM LADDER OF CONSEQUENCE

BEHAVIOUR IS OUR COLLECTIVE RESPONSIBILITY		
<b>B1</b>		
a b c d	Off task Eating in class / chewing gum Incorrect uniform Out of seat	<b>Name on Board &amp; Verbal Warning</b>
<b>B2</b>		
a b c	Repetition of any B1 offence Lack of equipment Low level disruption	<b>Written Warning Note in the contact book &amp; 10 Minute Detention.</b>
<b>B3</b>		
a b c d	Repetition of/ Failure to respond any B2 offence Inappropriate language/behaviour Incomplete or inadequate homework	<b>20-minute teacher detention during lunch and/or break Note in contact book &amp; / or phone call home.</b>
<b>B4</b>		
a b c d e f	Repetition of any B3 offence Failure to attend B3 detention Defiance/ Walking away from/ rudeness to a teacher Vandalism Refusal to hand over prohibited items Swearing/Inappropriate behaviour towards others	<b>Teacher notes in contact book/ calls home HOD sets "Curriculum" 1 hour detention (Wed) HOY detention (Fri)</b>
<b>B5</b>		
a b c d e f g	Repetition of any B4 offence Failure to attend B4 detention Truancy Behaviour likely to incite disorderly conduct in school Inappropriate expression of extremist views Breach of Digital Safety Policy / Agreement Any Behaviour that is deemed serious enough by the DHT	<b>SLT detention (Thur) 1 Inclusion point Formal letter home</b>
<b>B6</b>		
a b c d e f g h i j k l m n	Repetition of any B5 offence Failure to complete B5 detention Theft Violent conduct Bullying Intimidation towards a student Inappropriate sexual behaviour Verbal abuse of staff Intimidating behaviour towards a member of staff Prejudice based language or bullying Serious inappropriate use of a mobile device Any Behaviour that is deemed serious enough by the DHT Serious breach of Digital Safety Policy / Agreement	<b>Via Deputy Headteacher/ Headteacher Internal Exclusion/Fixed Term Exclusion</b>
<b>B7</b>		
a b c d e f g h	Failing to comply with the school Disciplinary Policy Putting a member of staff at risk Possession or distribution of prohibited items or illegal substances Persistent bullying Serious assault Putting the Health & Safety of the school community at risk Possession of an offensive weapon Any behaviour deemed serious enough by the DHT	<b>Via Deputy Headteacher/ Headteacher  Fixed Term Exclusion/ Managed Move/Permanent Exclusion –</b>

Please note the grid will be used as a guide with each case judged on its own merit

## Behaviour Policy for Classrooms

### Aims

- To make sanctions operate more as a deterrent rather than as a punishment
- To ensure rules, routines and sanctions are applied consistently across the school
- To manage effectively students' behaviour that disrupts learning, providing a focused learning environment for all.
- To focus initial sanctions upon curriculum areas, making teaching staff responsible.

### Positive Behaviour

It is vital that all staff at Park High School should approach low level disruption in a consistent way. It is understood that the majority of students will choose to spend their time positively, operating within the rewards framework, collecting praise, commendations, merits, and other rewards. It is also expected that, of the students whose behaviour is deemed unsatisfactory, only a small minority will move beyond stage three of the sanctions below. Students will be reminded often that their behaviour must reflect and support our school code:

- *Keep safe and keep others safe*
- *Be part of a school that allows people to learn*
- *Help others whenever you can*
- *Bring credit to Park High School in our community*
- *Make those you care about proud of you*

### Sanctions for unacceptable behaviour

#### Initially

Deploy a range of techniques and strategies to deal with classroom behaviour. Seating plans and differentiated approaches are vital here.

#### B1

It is anticipated that many students will require the occasional reminder. If this is deployed consistently by staff, students will become accustomed to operating within the framework. If subtle proactive interventions have not had the desired effect and a student continues to disrupt the learning of others in a low level manner, a clear reminder should be given.

The reminder, though not necessarily recorded, has two clear purposes:

1. To indicate to students that they have done something which is not acceptable;
2. To link to a more serious second warning - if it is required.

It is vital that the students clearly understand the fact that they have received a B1 reminder.

#### B2

##### **Verbal warning...10 minutes detention**

A student who continues to behave unacceptably despite having been given a B1 reminder, usually with their name written on the board, will be have a B2 recorded. This necessitates:

- awarding a ten minute detention, written in the contact book, and, possibly,
- the student changing their place in the seating plan.

A B2 might also be given for lack of equipment; late to class; uniform; chewing; and other inappropriate actions.

#### **B3 Continuing Disruptive Behaviour**

A B3 might occur as a result of continued unacceptable B2 level behaviour and should result in:

- A 20 minute detention written in the contact book
- Parents contacted

A B3 might also be given for failure to produce work/home learning or other disruptive or inappropriate behaviours.

#### **B4 (i) Failure to complete a B3 successfully**

A student who fails to attend or complete a B3 sanction successfully has a B4 recorded. They are likely to have caused considerable disruption and inconvenience and it is essential that they are sanctioned in an appropriate manner.

This B4 will result in:

- HOD detention (Weds 3.30), written in contact book by HOD where possible; otherwise (ie for subjects with only 1 period per week), this will be recorded by tutors on Wednesday mornings or SLT as necessary.
- Contact home/HOD to meet parents

Names of those students informed that they are on HOD detention can be sent only by HODs and must be received by the school office by 12 noon on Tuesdays. The list will then be made available so that all detainees can be informed and written in contact books.

Any student without a contact book should be reported to the appropriate pastoral team who will set the sanction, usually a HOY detention on a Friday.

#### **B4 (ii) Removal from class to another room in the department**

A teacher may decide that a student is persisting in undermining the work of everyone in the room despite receiving clear B2/3 warnings, and may need to leave the class. Each curriculum area will need to plan a timetable to ensure that for each lesson at least one colleague is always identified as being available to receive students who reach B4.

The main emphasis in terms of identification of staff available to receive students will lie in two areas:

- Likely to have curriculum responsibilities or experience
- on a non-contact, or the group being taught by them at that time is likely to be appropriate/accommodating.
- Smaller curriculum areas might want to join together to provide this.

If for any reason there is no appropriate place for that student to be sent within the department, the canteen can be used when used for year 12/13 private study. This behaviour will also result in a HOD detention.

#### **B5 AHT sanction**

Failure to attend or satisfactorily complete a B4 HOD sanction will result in an SLT/AHT sanction, run by SLT, which accrues at least one inclusion point. This detention must be recorded in the student's contact book and will also result in a parental letter/intouch communication/email home.

HODs who have secured an SLT detention for a student as an escalation from B4 needs to ensure that they or their representative attends the first few minutes of the detention (at approx 3.15) to clarify any issues.

#### **Meeting with Head of Year, Head of Department, Deputy Headteacher or Assistant Headteacher**

Heads of Department will sanction students with regard to poor behaviour in their subject area, supported by their SLT link and pastoral teams. Students who are persistently disrupting the learning of others will be monitored by pastoral teams across subjects.

#### **Exceptions**

Formal sanctions such as detentions are, for a small group of students, inappropriate. This may be because in the past they have received many such sanctions which have no deterrent effect, or the student chooses not to attend. These students will not receive detentions. After a formal meeting with parents, these students will accrue inclusion points instead of serving detentions. When 50 Inclusion points are accrued, students are

usually asked to seek their education elsewhere. Support will be provided for these students via Pastoral Support Plans, The Jubilee Academy and the Helix, with Managed Moves being offered to avoid permanent exclusion.

### **Behaviour Policy for the Schools Site**

Students are expected to behave in a safe and responsible manner around the school site, before and after school, during lunchtime and breaktime and between lessons, as per school rules. They should at all times adhere to the school code and observe school rules. Depending upon the behaviour, a range of sanctions may be applied such as an S13 lunchtime detention or a HOY detention. These behaviours may include:

- Inappropriate physical behaviour
- Lateness or truancy
- Vandalism

All staff are encouraged to play an active part in ensuring that our school is safe at all times.

### School Rules

1. If you are absent from school, your parent or guardian must call in and explain the reason.
2. Be punctual to school and to all lessons.
3. Do what you are asked when you are asked.
4. Do not use abusive language or aggressive behaviour.
5. Put litter in bins.
6. Do not damage or deface buildings or property.
7. Wear the correct school uniform in school and when you are travelling to and from school.
8. Know the school boundaries and do not go beyond them unless you are given permission by a teacher.
9. Do not cycle in the school grounds; students may not bring mopeds, motorcycles or cars onto the school site.
10. Always have your contact book and all necessary equipment.
11. Work hard and allow others to work undisturbed.
12. Walk quietly on the left: no running.
13. Do not carry or wear outside coats. These should be in lockers.
14. Eat and drink in designated areas only: hot food in designated
15. dining areas; other food in the quadrangle.

### Banned Items

The following must not be brought into school:

- Tobacco, alcohol, and drugs of any kind unless the medical room and your tutor are informed beforehand and agree.
- Laser pens.
- Anything which could be used as a weapon or is dangerous
- Valuable items, such as mobile phones and iPods, etc.
- Tippex or Permanent ink markers