

St Bernard's Catholic High School

Behaviour Policy

Last Reviewed: September 2025

Next Review: September 2026

Implementation from: October 2025

Cycle: Annual

Version: 1.0

Changes to this Edition

DATE	VERSION	DETAILS OF CHANGES
September 2025	1.0	First Edition – using National College template

Statement of intent

St Francis CMAT schools believe that, in order to facilitate teaching and learning, acceptable behaviour must be demonstrated in all aspects of school life. The school is committed to:

- Promoting a positive culture based on the school’s Mission Statement and SPIRIT values where all pupils can achieve
- Having clear classroom expectations that are shared with the pupils and are in line with the school’s mission statement
- Recognising good behaviour through praise and reward throughout the year
- Maintaining high expectations inside and outside the classroom
- Promoting the importance of excellent attendance and rewarding resilience
- Challenging and responding to negative behaviour
- Ensuring that there is a consistent approach to behaviour and culture in the school that is communicated in the behaviour and culture overview
- Promoting a culture of praise and encouragement across school through attendance awards, the 350 club, bespoke rewards and daily positive noticing
- Encouraging students to be the best that they can be
- Providing a safe environment with excellent pastoral care free from discrimination, bullying and harassment
- Having clear policies and procedures in place to support students in making positive choices
- Upholding positive relationships with parents/carers
- Developing positive relationships through relational practice with pupils to enable early intervention and to provide responsive pastoral care
- To understand the voice of the learner to evaluate the effectiveness of procedures
- To enable all students to ‘have life and live it to the full’ through the modelling of shared gospel values and practice
- Establishing high expectations of pupils’ conduct and behaviour and to implement procedures that help to achieve this.

- Modelling good behaviour
- Guide pupils to understand the impact of positive and negative behaviour through the 350 club reward pathway

Behaviour & Culture Overview

UNIFORM

Uniform at St. Monica's is an indicator of our culture and values of respect and high expectations for all, promoting a sense of school pride, belonging and order.

We have produced an order for each of our school staff and we work with Posh to ensure that we all have the correct uniform for the year.

We need to be present in uniform during the school day. This includes wearing your uniform in the playground and in the morning and afternoon when possible in class. (Photocopies taken in and out of school are classed as not in uniform).

Presences:

- **Black headscarf** (1 point) (not worn, partially worn, or worn incorrectly)
- **Skirted by shorts** (2 points) (skirted, not skirted)
- **Refusal to comply** (Refusal to SC, Refusal to wear, Refusal to wear, Refusal to wear, Refusal to wear)
- **Wider application** (Refusal to wear, Refusal to wear, Refusal to wear, Refusal to wear)
- **Penalties** (Refusal to wear, Refusal to wear, Refusal to wear, Refusal to wear)

ATTENDANCE & PUNCTUALITY

School expected = 97%

Attendance: National Guidance - Attendance Officer, Mr. Tilly-Bankers - Attendance/Pastoral Support

Punctuality: Late to lessons by after 8:45am in school, Late to lessons by after 8:45am in school, Late to lessons by after 8:45am in school

COMMUNICATION AT SBCH (ON CALL/EMERGENCY ALERTS)

SBCH member register support, SBCH member register support, SBCH member register support

SBCH member register support, SBCH member register support, SBCH member register support

SBCH member register support, SBCH member register support, SBCH member register support

LOGGING BEHAVIOUR & CULTURE

C1 Classroom Behaviour (Missing Behaviour, Tattling Behaviour, Unauthorised Absence (SBCH/SLT), Missing from School (SBCH/SLT))	C2 Missed/Incorrectly Worn Uniform (SBCH/SLT)
C3 School Safety (SBCH/SLT) - not in uniform	C4 Classroom Behaviour (Missing Behaviour, Tattling Behaviour, Unauthorised Absence (SBCH/SLT))
C5 School Safety (SBCH/SLT) - not in uniform	C6 Classroom Behaviour (Missing Behaviour, Tattling Behaviour, Unauthorised Absence (SBCH/SLT))

CLASSROOM EXPECTATIONS & SPIRIT PRAISE POINTS

- S** We keep others safe
- P** We respect others
- R** We are respectful
- R** We are prepared and organised
- I** We inspire others
- T** We embrace talents

Spirit +5

PRaise PATHWAY

350 Club!

+7 Praise Points for O (before each week)

+5 Praise Points from Year Head of Year/Curriculum Leader or SLT

+3 Praise Point for and out of lesson for SPIRIT qualities

Points: 250, 350

BEHAVIOUR PATHWAY IN THE CLASSROOM

C1 CHANGE (1 point) - I have been given a chance to improve my behaviour

C2 CHANGE (2 points) - I have a chance to change my behaviour before a detention is issued

C3 CONSEQUENCE WITH DETENTION (3 points) - I have a chance to change my behaviour before a detention is issued

C4 CONSEQUENCE WITH DETENTION (4 points) - I have a chance to change my behaviour before a detention is issued

REASONS FOR REFLECTION IN ST MONICA'S

Home	High	Low	Very Low
Attendance	High	Low	Very Low
Behaviour	High	Low	Very Low
Classroom	High	Low	Very Low
Communication	High	Low	Very Low
Conduct	High	Low	Very Low
Cooperation	High	Low	Very Low
Curriculum	High	Low	Very Low
Discipline	High	Low	Very Low
Effort	High	Low	Very Low
Engagement	High	Low	Very Low
Enthusiasm	High	Low	Very Low
Focus	High	Low	Very Low
Friendliness	High	Low	Very Low
Generosity	High	Low	Very Low
Gratitude	High	Low	Very Low
Humility	High	Low	Very Low
Integrity	High	Low	Very Low
Kindness	High	Low	Very Low
Leadership	High	Low	Very Low
Love	High	Low	Very Low
Modesty	High	Low	Very Low
Openness	High	Low	Very Low
Patience	High	Low	Very Low
Perseverance	High	Low	Very Low
Respect	High	Low	Very Low
Responsibility	High	Low	Very Low
Self-control	High	Low	Very Low
Sensitivity	High	Low	Very Low
Sincerity	High	Low	Very Low
Steadfastness	High	Low	Very Low
Trustworthiness	High	Low	Very Low
Unity	High	Low	Very Low
Vigilance	High	Low	Very Low
Wisdom	High	Low	Very Low
Zest	High	Low	Very Low

DETENTION PATHWAY

20 MINS (SAME DAY LUNCH) - PUNCTUALITY DETENTION (Arrival on/after 8:45pm (Late Gate), Failure to attend = C4 detention)

20 MINS (LUNCH) - C3 DETENTION (Failure to attend = C4 detention)

40 MINS (AFTER SCHOOL) - C4 DETENTION (Failure to attend = C5 detention)

60 MINS (AFTER SCHOOL) - C5 SLT DETENTION (Failure to attend = SLT Inclusion/Report)

Reasonable and proportionate sanctions will be used where a pupil's behaviour falls below the standard that is expected, alongside support to prevent recurring misbehaviour. The school acknowledges that behaviour can sometimes be the result of educational needs, mental health issues, or other needs or vulnerabilities, and will address these needs via an individualised graduated response.

1.0 Legal framework

This policy has due regard to all relevant legislation and statutory guidance including, but not limited to, the following:

- Education Act 1996
- Education Act 2002
- Education and Inspections Act 2006

- Health Act 2006
- The School Information (England) Regulations 2008
- Equality Act 2010
- Voyeurism (Offences) Act 2019
- DfE (2013) 'Use of reasonable force'
- DfE (2015) 'Special educational needs and disability code of practice: 0 to 25 years'
- DfE (2018) 'Mental health and behaviour in schools'
- DfE (2024) 'Behaviour in schools: Advice for headteachers and school staff'
- DfE (2023) 'Keeping children safe in education 2025'
- DfE (2022) 'Searching, Screening and Confiscation: Advice for schools'
- DfE (2023) 'Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement'
- DfE (2024) 'Mobile phones in schools'
- DfE (2024) 'Creating a school behaviour culture: audit and action planning tools'

This policy operates in conjunction with the following school policies:

- Pupil Code of Conduct
- Social, Emotional and Mental Health (SEMH) Policy
- Complaints Procedures Policy
- Special Educational Needs and Disabilities (SEND) Policy
- Suspension and Exclusion Policy
- Physical Intervention Policy
- Child-on-child Abuse Policy
- Child Protection and Safeguarding Policy
- Smoke-free Policy
- Pupil Drug and Alcohol Policy
- Searching, Screening and Confiscation Policy

- Anti-bullying Policy
- Pupils' Personal Electronic Devices Policy
- Behaviour Action Plan

2.0 Roles and responsibilities

The Local academy committee will have overall responsibility for:

- Ensuring that this policy, as written, does not discriminate on any grounds, including, but not limited to, age, disability, gender reassignment, gender identity, marriage and civil partnership, race, religion or belief, sex and sexual orientation.
- Promoting a whole-school culture where pupils can learn in a calm, safe and supportive environment, where dignity and structure encompass every space and activity.
- Handling complaints regarding this policy, as outlined in the school's Complaints Procedures Policy.
- Ensuring this policy is published on the school website.

The headteacher will be responsible for:

- The monitoring and implementation of this policy and of the behaviour procedures at the school. This includes monitoring the policy's effectiveness in addressing any SEMH-related drivers of poor behaviour.
- Establishing high expectations of pupils' conduct and behaviour, and implementing measures to achieve this.
- Determining the school rules and any disciplinary sanctions for breaking the rules.
- The day-to-day implementation of this policy.
- Publicising this policy in writing to staff, parents and pupils at least once a year.
- Reporting to the Local academy committee on the implementation of this policy, including its effectiveness in addressing any SEMH-related issues that could be driving disruptive behaviour.

The Vice Principal for Inclusion will be responsible for:

- Overseeing the whole-school approach to mental health, including how this is reflected in this policy, how staff are supported with managing pupils with SEMH-related behavioural difficulties, and how the school engages pupils and parents with regards to the behaviour of pupils with SEMH difficulties.
- Supporting behaviour management in line with the SEMH Policy.

The SENCO will be responsible for:

- Collaborating with the Local academy committee, headteacher and the senior mental health lead, as part of the SLT, to determine the strategic development of behaviour and SEMH policies and provisions in the school.
- Undertaking day-to-day responsibilities for the successful operation of the behaviour and SEMH policies to support pupils with SEND, in line with the school's Special Educational Needs and Disabilities (SEND) Policy.
- Supporting teachers in the further assessment of a pupil's strengths and areas for improvement and advising on the effective implementation of support.

Teaching staff will be responsible for:

- Planning and reviewing support for pupils with behavioural difficulties in collaboration with parents, the SENCO and, where appropriate, the pupils themselves.
- Aiming to teach all pupils the full curriculum, whatever their prior attainment.
- Planning lessons to address potential areas of difficulty to ensure that there are no barriers to every pupil achieving their full potential, and that every pupil with behavioural difficulties will be able to study the full national curriculum.
- Teaching and modelling expected behaviour and positive relationships, demonstrating good habits.
- Being responsible and accountable for the progress and development of the pupils in their class.
- Not tolerating disruption and taking proportionate action to restore acceptable standards of behaviour.
- Developing effective communications with parents, ensuring that they feel included in their child's educational experiences.

All members of staff, including teaching and support staff, and volunteers will be responsible for:

- Adhering to this policy and applying it consistently and fairly.
- Supporting pupils in adhering to this policy.
- Promoting a supportive and high-quality learning environment.
- Modelling high levels of behaviour.
- Being aware of the signs of behavioural difficulties.
- Setting high expectations for every pupil.
- Being aware of the needs, outcomes sought, and support provided to any pupils with specific behavioural needs.
- Keeping the relevant figures of authority up-to-date with any changes in behaviour. The relevant figures of authority include:
 - Headteacher.

- School Leaders
- SENCO
- As authorised by the headteacher, sanctioning pupils who display poor levels of behaviour.
- Developing supportive, respectful, and trustworthy relationships with each other.

Pupils will be responsible for:

- Their own behaviour both inside school and out in the wider community.
- Reporting any unacceptable behaviour to a member of staff.

Parents will be responsible for:

- Supporting their child in adhering to the school rules and reinforcing this at home.
- Informing the school of any changes in circumstances which may affect their child's behaviour.

3.0 Definitions

For the purposes of this policy, the school will define “serious unacceptable behaviour” as any behaviour which may cause harm to oneself or others, damage the reputation of the school within the wider community, and/or any illegal behaviour. This will include, but is not limited to, the following:

- **Discrimination** – not giving equal respect to an individual on the basis of age, disability, gender identity, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex, and sexual orientation
- **Harassment** – behaviour towards others which is unwanted, and has the purpose or effect of violating someone's dignity or creating an intimidating, hostile, degrading, humiliating or offensive environment for the individual or group of individuals
- **Vexatious behaviour** – deliberately acting in a manner so as to cause annoyance or irritation
- **Bullying** – a type of harassment which involves offensive, intimidating, malicious or insulting behaviour that can make a person feel vulnerable, upset, humiliated, undermined or threatened.
- **Cyberbullying** – the use of electronic communication to bully a person, typically by sending messages of an intimidating or threatening nature.
- Possession of legal or illegal drugs, alcohol or tobacco
- Possession of banned items
- Truancy and running away from school
- Refusing to comply with disciplinary sanctions

- Theft
- Verbal abuse, including swearing, racist remarks and threatening language
- Fighting and aggression
- Persistent disobedience or disruptive behaviour
- Extreme behaviour, such as violence and serious vandalism
- Any behaviour that threatens safety or presents a serious danger
- Any behaviour that seriously inhibits the learning of pupils
- Any behaviour that requires the immediate attention of a staff member

For the purposes of this policy, the school will define “low-level unacceptable behaviour” as any behaviour which may disrupt the education of the perpetrator and/or other pupils, including, but not limited to, the following:

- Lateness
- Low-level disruption and talking in class
- Rudeness
- Lack of correct equipment
- Disruption

“Low-level unacceptable behaviour” may be escalated to “serious unacceptable behaviour”, depending on the severity of the behaviour.

4.0 Staff induction, development and support

All new staff will be inducted clearly into the school’s behaviour culture to ensure they understand its rules and routines and how best to support all pupils to participate in creating the culture of the school. Staff will be provided with bespoke training, where necessary, on the needs of pupils at the school to enable behaviour to be managed consistently.

The SLT will consider any appropriate training which is required for staff to meet their duties and functions in accordance with this policy, including on understanding matters which may affect a pupil’s behaviour, e.g. SEND and mental health needs.

Members of staff who have, or are aspiring to have, responsibilities for leading behaviour or supporting pupil wellbeing will be supported to undertake any relevant training or qualifications.

Staff will know where and how to ask for assistance if they're struggling to build and maintain an effective culture of positive behaviour.

Staff voice will be considered when the school develops and refines its behaviour policies and procedures.

The SLT and the headteacher will review staff training needs **annually**, and in response to any serious or persistent behaviour issues disrupting the running of the school.

5.0 Social, emotional and mental health (SEMH) needs

To help reduce the likelihood of behavioural issues related to SEMH needs, the school will create a safe and calm environment in which positive mental health and wellbeing are promoted and pupils are taught to be resilient. The school will promote resilience as part of a whole-school approach using the following methods:

- **Culture, ethos and environment** – the health and wellbeing of pupils and staff is promoted through the informal curriculum, including leadership practice, policies, values and attitudes, alongside the social and physical environment
- **Teaching** – the curriculum is used to develop pupils' knowledge about health and wellbeing
- **Community engagement** – the school proactively engages with parents, outside agencies and the wider community to promote consistent support for pupils' health and wellbeing

All staff will be made aware of how potentially traumatic adverse childhood experiences, including abuse and neglect, can impact on a pupil's mental health, behaviour, and education. Where vulnerable pupils or groups are identified, provision will be made to support and promote their positive mental health. The school's SEMH Policy outlines the specific procedures that will be used to assess these pupils for any SEMH-related difficulties that could affect their behaviour.

6.0 Managing behaviour

Instances of unacceptable behaviour will be taken seriously and dealt with immediately. Staff will respond promptly, predictably and with confidence to maintain a calm, safe learning environment. Staff will consider afterwards how to prevent such behaviour from recurring.

Staff will keep a record of all reported incidents to help identify pupils whose behaviour may indicate potential mental health or safeguarding problems. All staff will be alert to changes in a pupil's behaviour that could indicate they need help or protection.

Pupils will be made aware of the pastoral support structures in place to help them manage their behaviour and how to engage with those structures when needed.

Support, such as targeted discussions with pupils, a phone call with parents, and inquiries into circumstances outside of school by the DSL, will be provided alongside the use of sanctions to prevent the

misbehaviour recurring. After an initial incident of negative behaviour, the following sanctions will be considered, with staff using their professional judgement and experience to determine what is appropriate and reasonable:

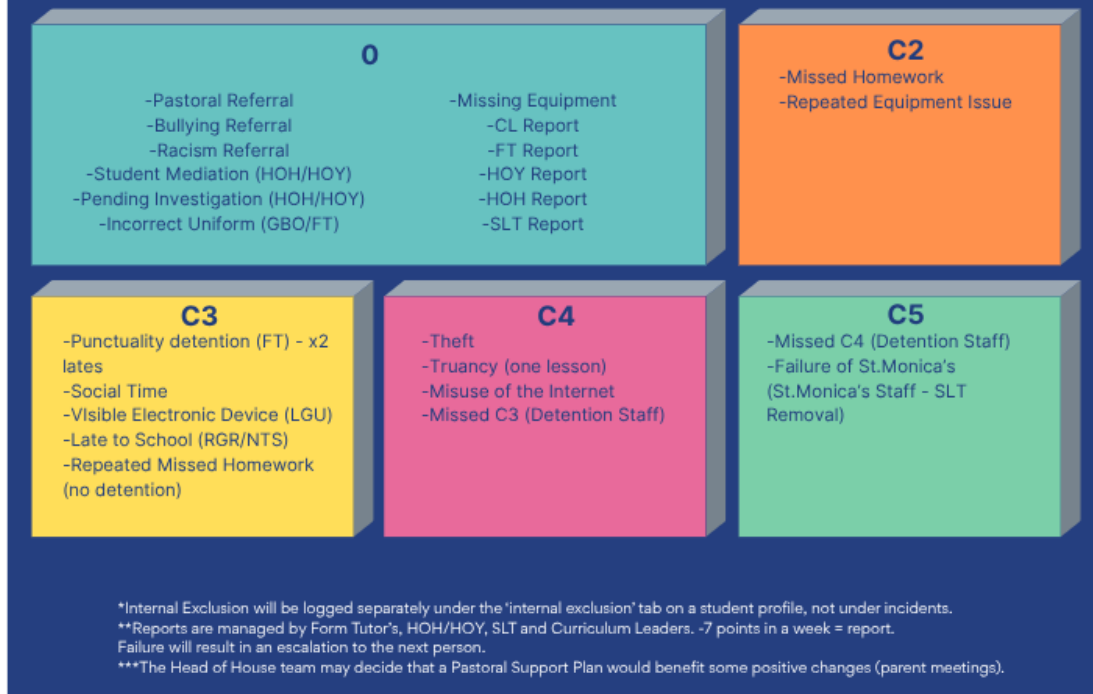
The school will implement a consequence system for initial incidents of negative behaviour in and out of the classroom following the structures below. This will include a first warning to give pupils the opportunity for reconciliation and to correct any negative behaviour. This will be followed by a final warning and further consequences for defiance, disrespect, disruption and dangerous behaviour which will be linked to detentions, restorative work, removal of social time/privileges and communication home.



- *Disrespect - Verbal abuse/threat, damage to property, rudeness, showing a lack of respect
- *Dangerous - reckless, throwing, unsafe, putting yourself or others at risk
- *Defiance - Refusal to work, failure to follow instructions
- *Disruption - talking, out of seat, disrupting your own and others learning, not listening



LOGGING BEHAVIOUR & CULTURE



Where a pupil's misbehaviour is causing significant disruption or is deemed serious enough by a staff member, the following procedures will be followed:

- Staff members will use the emergency alert button on Arbor to alert the 'on call' staff. Support will be given by the pastoral team and this will be escalated to the Senior Leadership team if appropriate.
- The Head of House and or/pastoral team investigates the incident and decides whether it constitutes unacceptable behaviour
- If the pastoral staff deems the incident to be unacceptable behaviour, they will record the incident. The behaviour will also be recorded on the pupil's permanent record
- Where deemed necessary, e.g. after other behavioural strategies in the classroom have been attempted or the behaviour is so extreme as to warrant immediate removal, the pupil will be removed from the classroom – the pastoral staff will determine the period the pupil will be removed from the classroom, as well as any detention time
- The Head of House and or/pastoral team will inform the pupil's parents on the same day, where possible, following a decision to remove their child from the classroom, and invite them to discuss the incident

- Students will spend time in St. Monica's reflection room if their behaviour is deemed unacceptable for the following reasons:

REASONS FOR REFLECTION IN ST MONICA'S

C10 -St Monica's -Phone call - 3+ events = Parent meeting - -10 points in a day = Day in St. Monica's (C3/4 only)	
Missed SLT detention (Day with SLT?)	Religious Discrimination
Assault - Pupil	Disability Discrimination
Assault - Staff	Theft
Bullying	Truancy
Cyber Bullying	Misuse of the Internet
Homophobia	Multiple missed detentions
Racism	Accumulation of behaviours/Failed Report
Gender Identity Discrimination	Caught with vape/Vaping/Smoking/Other
Sexual Orientation Discrimination	Uniform Failure/Refusal to comply
Vandalism	Challenging/unacceptable behaviour
Refusal to comply with instructions	Dangerous behaviour
Sexual harassment	Threatening behaviour against an adult
Threatening behaviour against a pupil	Damage to school property

* Any other incidents deemed to be inappropriate and to breach St. Bernard's values/SPIRIT.



Following repeated incidents of unacceptable behaviour, the following sanctions will be implemented:

- The headteacher will consider whether the pupil should be suspended, in line with the school's Suspension and Exclusion Policy, and will determine the length of the suspension
- Although unacceptable behaviour does not necessarily mean a pupil has SEND, an assessment may be carried out at this stage to determine whether there are any undiagnosed learning or communication difficulties, or mental health issues that may be contributing to the pupil's behaviour
- Where a pupil is identified as having SEMH-related difficulties, SEND support will be put in place from the school's national SEND budget
- Where SEND is not identified, but the headteacher determines that support is still required for the pupil, an Individual Behaviour Plan will be created to outline the necessary provisions in place

- The pastoral team will monitor repeat incidents of negative behaviour each day and over each half term. Students who have -10 negative behaviour points in a day will spend time in our St. Monica's reflection room. Students who have 3+ events in St. Monica's in a half term will be expected to attend a parent meeting to discuss interventions and next steps to work collaboratively between home and school.

Following further incidents of unacceptable behaviour, the following sanctions will be implemented:

The headteacher will consider whether a permanent exclusion is necessary, in line with the school's Suspension and Exclusion Policy, alongside alternative options such as a managed move or off-site direction to improve behaviour.

The school will ensure that all disciplinary sanctions are reasonable in all circumstances, and will consider the pupil's age, religious requirements, SEMH needs, any SEND, and any other contributing factors, e.g. bullying, safeguarding or home life issues

Level 1 Pastoral/Classroom Support	Abuse/discrimination (1st offence) Uniform failure (1st offence) Equipment failure (1st offence) Misuse of Internet (1st offence)
Level 2 Report	Failure to complete homework Repeated equipment failure Lesson warnings
Level 3 Detentions PSP Report	Repeated Misuse of Internet Poor lesson behaviour Visible electronic device Damage to property Lateness to school Repeated lateness Failure to meet uniform deadline (next day)

<p>Level 4 St. Monica's SLT Isolation PSP Report</p>	<p>Truancy Damage to property Vape first offence Persistent Misuse of internet Multiple missed detentions Accumulation of behaviours Repeated abuse/bullying Failed report on agreed criteria Challenging/unacceptable/dangerous behaviour Refusal to comply Physical assault False lashes/piercings - until removed Repeated failure to meet uniform deadline Incorrect uniform Pending investigation/suspicion of misbehaviour</p>
<p>Level 5 Off Site Direction Managed Move Suspension Permanent Exclusion</p>	<p>Possession of prohibited/illegal item Possession/distribution of illegal substances Persistent abuse/Discrimination - verbal or physical Arson Persistent bullying Possession of vape - more than 1 occasion Repeated truancy Extreme or repeated damage to property or theft Repeated refusal to comply with staff Serious or repeated physical assault *Any other incident deemed to break St Bernard's school values</p>

7.0 Prevention strategies, intervention, and sanctions for unacceptable behaviour

This section outlines the school's strategies for preventing unacceptable behaviour and initial interventions, minimising the severity of incidents, and using sanctions and support effectively and appropriately to improve pupils' behaviour in the future.

Initial interventions

A range of initial intervention strategies to help pupils manage their behaviour and reduce the likelihood of more severe sanctions will be used. Support will consider the pupil's specific needs and may be

delivered outside of the classroom, in small groups or in one-to-one activities. A system will be in place to ensure relevant members of the SLT and pastoral staff are aware of any pupil that is:

- Persistently misbehaving.
- Not improving their behaviour following low-level sanctions.
- Displaying a sudden change in behaviour from previous patterns of behaviour.

Examples of initial interventions to address misbehaviour will include, but are not limited to, the following:

- Frequently engaging with parents, including home visits where necessary
- Providing mentoring and coaching
- Short-term behaviour report cards
- Long-term behaviour plans
- Pupil support units
- Engagement with local partners and agencies
- Where the pupil has SEND, an assessment of whether appropriate provision is in place to support the pupil, and if the pupil has an EHC plan, contact with the LA to consider a review of the plan

A multi-agency assessment, such as an early help assessment, that goes beyond a pupil's education will be considered where serious concerns about a pupil's behaviour exist.

Behaviour curriculum

Positive behaviour will be taught to all pupils as part of the behaviour curriculum, in order to enable them to understand what behaviour is expected and encouraged and what is unacceptable. Positive reinforcement will be used by staff where expectations are met to acknowledge good behaviour and encourage repetition. The behaviour curriculum will focus on defining positive behaviour and making it clear what this looks like, including the key habits and routines required by the school, e.g. lining up quietly outside the classroom before a lesson.

Routine will be used to teach and reinforce the expected behaviours of all pupils. Appropriate and reasonable adjustments to routines for pupils with additional needs, e.g. SEND, will be made. Consistent and clear language will be used when acknowledging positive behaviour and addressing misbehaviour.

Positive teacher-pupil relationships

Positive teacher-pupil relationships are key to combatting unacceptable behaviour. The school will focus heavily on forming positive relationships based on predictability, fairness and trust to allow teachers to understand their pupils and create a strong foundation from which behavioural change can take place.

Preventative measures for pupils with SEND

Behaviour will always be considered in relation to a pupil's SEND. If it is deemed that a pupil's SEND has contributed to their misbehaviour, the school will consider whether it is appropriate and lawful to sanction the pupil.

Where a pupil is identified as having SEND, the graduate approach will be used to assess, plan, deliver and review the impact of support being provided.

The school will aim to anticipate likely triggers of misbehaviour and put in place support to prevent these, taking into account the specific circumstances and requirements of the pupil concerned. Measures the school will implement where appropriate include, but are not limited to, the following:

- Short, planned movement breaks for a pupil whose SEND means they find it difficult to sit still for long
- Ensuring a pupil with visual or hearing impairment is seated in sight of the teacher
- Adjusting uniform requirements for a pupil with sensory issues or relevant medical condition
- Training for staff in understanding autism and other conditions

De-escalation strategies

Where negative behaviour is present, staff members will implement de-escalation strategies to diffuse the situation. This may include:

- Appearing calm and using a modulated, low tone of voice.
- Using simple, direct language.
- Avoiding being defensive, e.g. if comments or insults are directed at the staff member.
- Providing adequate personal space and not blocking a pupil's escape route.
- Showing open, accepting body language, e.g. not standing with their arms crossed.
- Reassuring the pupil and creating an outcome goal.
- Identifying any points of agreement to build a rapport.

Physical intervention

In line with the school's Physical Handling Policy, **trained members of staff** will have the legal right to use reasonable force to prevent pupils from committing an offence, injuring themselves or others, or damaging school property, and to maintain good order and discipline in the classroom.

Physical restraint will only be used as a last resort and as a method of restraint. Staff members will use their professional judgement of the incident to decide whether physical intervention is necessary. The situations in which physical restraint may be appropriate are detailed in the Physical Intervention Policy. Wherever possible, staff will ensure that a second member of staff is present to witness the physical intervention used.

After an instance of physical intervention, the pupil will be immediately taken to the headteacher, and the pupil's parent will be contacted. Where appropriate, the headteacher may decide to temporarily remove the pupil from the school via a suspension. Where suspension is carried out, the pupil's parent will be asked to collect the pupil and take them home for the rest of the day – pupils will not be sent home without the school contacting their parent.

Any violent or threatening behaviour will not be tolerated by the school and may result in a suspension in the first instance. It is at the discretion of the headteacher to determine what behaviour necessitates an exclusion, in line with the Suspension and Exclusion Policy.

When using reasonable force in response to risks presented by incidents involving pupils with SEND or medical conditions, staff will recognise and consider the vulnerability of these groups.

Removal from the classroom

The school may decide to remove pupils from the classroom for a limited period if they receive a C4 negative behaviour. The 'on call' system may be used to support classroom teachers where behaviour is unacceptable.

The pupil will be moved to a room that is:

- In an appropriate area of the school and either with the subject curriculum leader or buddy department classroom.
- Stocked with appropriate resources.
- Suitable to learn and refocus.
- Supervised by trained members of staff.

The school will only remove pupils from the classroom where absolutely necessary and for the following reasons:

- To maintain the safety of all pupils and restore stability following an unreasonably high level of disruption, defiance, dangerous behaviour or for disrespect
- To enable disruptive pupils to be taken to a place where education can continue in a managed environment
- To allow the pupil to regain calm in a safe space

The school will ensure that pupils' health and safety is not compromised during their time away from the classroom, and that any additional requirements, such as SEND needs, are met.

The amount of time that a pupil spends removed from the classroom will be up to the school to decide. The school will ensure that the pupil is not removed from the classroom any longer than necessary.

The staff member in charge and supervising the pupil will decide what the pupil may and may not do during their time spent removed from the classroom. The headteacher will request that the pupil's class teachers set them appropriate work to complete.

The headteacher will establish a clear process for the reintegration of a pupil who has been removed from the classroom when it is deemed appropriate and safe for them to return. Consideration will be given to what support is needed to help the pupil return and meet the expected standards of behaviour. Reintegration meetings will be held between the school, pupil and their parents, and other agencies if relevant, where necessary.

Detentions

Where appropriate, the school will use detention as a sanction to deter future misbehaviour, both during and outside of school hours. The use of detention as a sanction will be applied fairly and consistently, and staff and pupils will be made aware of when it may be used.

All teachers at the school will be permitted to impose detention on a pupil, unless the headteacher decides to withdraw this power from any teacher.

The following indicate the times during which detention can be held outside of school hours:

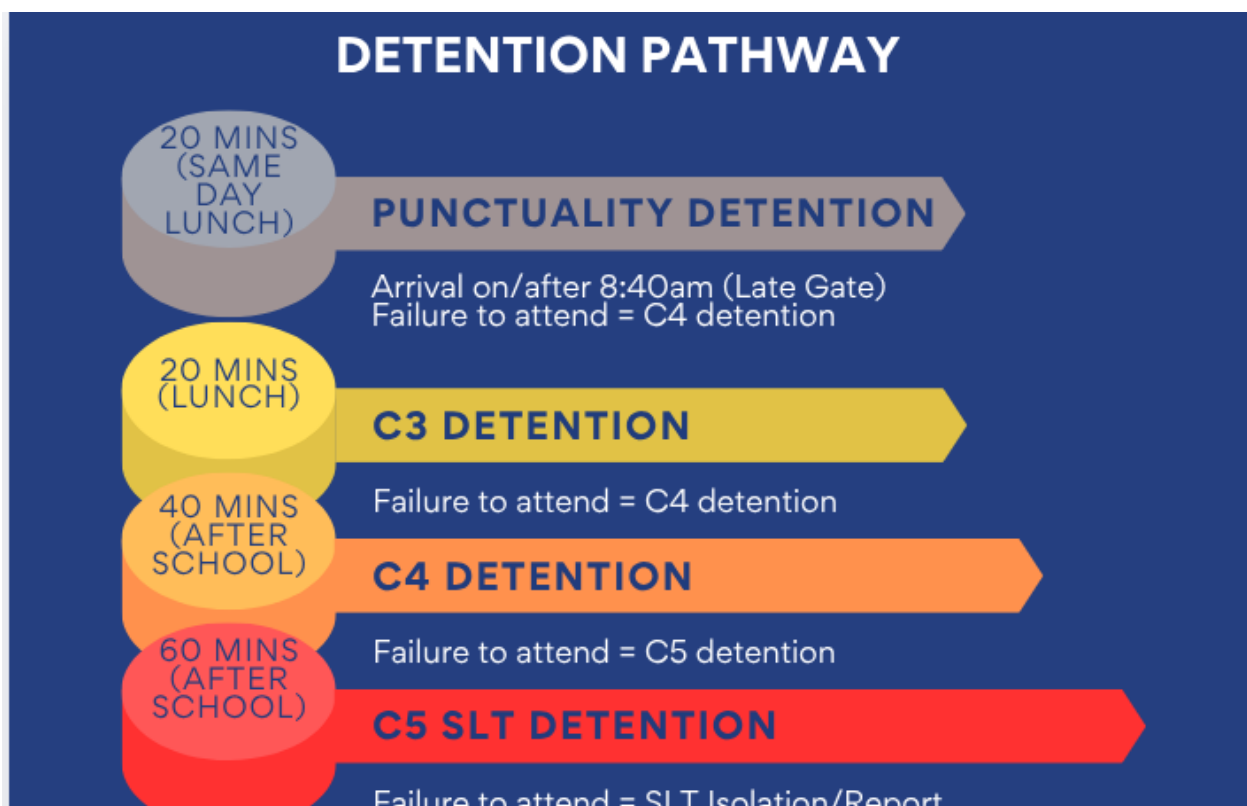
- Any school day where the pupil is not authorised to be absent
- Any non-teaching day, e.g. INSET days

Parental consent will not be required for detentions and, therefore, the school will be able to issue detention as a sanction without first notifying the parents of the pupil, including for same-day detentions.

When issuing detentions, members of staff will ensure that they do so reasonably within the given circumstances, and that they consider any additional needs of the pupil. When determining whether it is reasonable to issue a detention outside of school hours, staff will consider the following:

- Whether the detention is likely to put the pupil at increased risk.
- Whether the pupil has known caring responsibilities
- Whether the detention timing conflicts with a medical appointment where evidence has been provided
- Whether the parents ought to be informed of the detention – in most cases it will be necessary to do so, but it may not be if the detention is for a short period after school and the pupil is able to return home safely.
- Whether suitable travel arrangements can reasonably be made by the parent for the pupil; it does not matter whether these transport arrangements are inconvenient for the parent.

Detentions will not be issued where there is any reasonable concern that it would compromise a pupil's safety. An alternative and appropriate sanction will be issued instead.



8.0 Sexual abuse and harassment

The school will promote and enforce a zero-tolerance approach to all forms of sexual abuse and harassment, including sexual harassment, gender-based bullying and sexual violence. The school's procedures for handling child-on-child sexual abuse and harassment are detailed in the Child-on-child Abuse Policy.

The school will respond promptly and appropriately to any sexual harassment complaints in line with the Child Protection and Safeguarding Policy; appropriate steps will be taken to stop the harassment and prevent any reoccurrence. Disciplinary sanctions for incidents of sexual harassment will be determined based on the nature of the case, the ages of those involved and any previous related incidents.

Where the school is responding to a report of sexual violence, the school will take immediate steps to ensure the victim and other pupils are protected. The DSL will work closely with the police, and any other agencies as required, to ensure that any action the school takes, e.g. disciplinary sanctions, will not jeopardise the police investigation.

9.0 Smoking and controlled substances

The school will follow the procedures outlined in its Smoke-free Policy and Pupil Drug and Alcohol Policy when managing behaviour in regard to smoking and nicotine products, legal and illegal drugs, and alcohol.

In accordance with the Health Act 2006, the school is a smoke-free environment. Parents, visitors, staff and pupils will be instructed not to smoke on school grounds. Pupils will not be permitted to bring smoking materials or nicotine products to school.

The school will have a zero-tolerance policy on illegal drugs, legal highs and other controlled substances. Where incidents with pupils related to controlled substances occur, the school will follow the procedures outlined in the Pupil Drug and Alcohol Policy and Child Protection and Safeguarding Policy.

10.0 Prohibited items, searching pupils and confiscation

Headteachers and staff authorised by them will have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. Authorised members of staff will be permitted to use reasonable force when conducting a search without consent for the prohibited items listed below, in line with the school's Physical Intervention Policy. The prohibited items where reasonable force may be used are:

The list below was created using the DfE's ['Searching, Screening and Confiscation'](#) guidance. To search for any items not prohibited by school rules, staff will require the consent of the pupil being searched.

- Knives and weapons.
- Alcohol.
- Illegal drugs.
- Stolen items.
- Tobacco and cigarette papers.
- Fireworks.
- Pornographic images.
- Any article that the member of staff reasonably suspects has been, or is likely to be, used:
 - To commit an offence; or
 - To cause personal injury to any person, including the pupil themselves; or
 - To damage the property of any person, including the pupil themselves.

Mobile Phones

Pupils will not be permitted to use their mobile phones during the course of the school day in accordance with the Pupils' Personal Electronic Devices Policy. Any pupil found using their mobile phone during the school day will have their device confiscated and a detention will be issued. Staff members will consider whether confiscation is proportionate and consider any special circumstances relevant to the case. The headteacher will determine the proportionate length of time for confiscation.

Pupils will be permitted to bring their mobile phone to school but will not be permitted to use them and must keep them switched off and out of sight throughout the course of the school day.

Staff members will have the power to search a pupil or their possessions where they have reasonable grounds to suspect a pupil is in possession of a prohibited item. Mobile phones and similar devices may be items that staff may search for.

The school will also identify the following as prohibited items which may be searched for by authorised staff without consent if necessary; however, reasonable force will not be used under any circumstances:

- E-cigarettes and vapes
- Lighters
- Aerosols
- Legal highs/psychoactive substances
- Energy drinks
- Mobile phones

All members of staff can use their power to search without consent for any of the items listed above. Staff will follow the provisions outlined in the school's Searching, Screening and Confiscation Policy when conducting searches and confiscating items.

11.0 Effective classroom management

Well-managed classrooms are paramount to preventing disruptive and unacceptable behaviour. Effective classroom management will allow staff to:

- Start the year with clear sets of rules and routines that are understood by all pupils.
- Establish agreed rewards and positive reinforcements.
- Establish sanctions for misbehaviour.
- Establish clear responses for handling behavioural problems.
- Encourage respect and development of positive relationships.
- Make effective use of the physical space available.
- Have well-planned lessons with a range of activities to keep pupils stimulated.

Subject to reasonable adjustments, e.g. those made for pupils whose SEND may affect their behaviour, pupils will be expected to:

- Conduct themselves around the school premises in a safe, sensible and respectful manner.
- Arrive to lessons on time and fully prepared.
- Follow reasonable instructions given by staff.
- Behave in a reasonable and polite manner towards all staff and pupils.

- Show respect for the opinions and beliefs of others.
- Complete classwork as requested.
- Hand in homework at the time requested.
- Report unacceptable behaviour.
- Show respect for the school environment.

Classroom rules and routines

The school will have an established set of classroom routines to help pupils work well, in the understanding that behavioural problems can arise due to the lack of a consistent routine. This includes teachers ensuring that before lessons begin, they have the full attention of all pupils, then explaining the task clearly so all pupils understand what they are supposed to be doing.

The headteacher will ensure all teachers understand classroom rules and routines and how to enforce them, including any sanctions for not following the rules.

Teachers will support pupils to understand and follow classroom rules and routines. Teachers will inform pupils of classroom rules and routines at the beginning of the academic year and revisit these daily. Where appropriate, teachers will explain the rationale behind the rules and routines to help pupils understand why they are needed, and will model rules and routines to ensure pupils understand them. Teachers will also explain clearly to pupils what will happen if they breach any classroom rules to ensure pupils are aware of the sanctions that may be imposed.

To support pupils' continued awareness and understanding of classroom rules and routines, teachers will reinforce them in a range of ways, e.g. placing posters of the rules on classroom walls and providing regular verbal reminders of the routines. Teachers will also ensure that classroom rules and routines remain consistent and are practised throughout the year to create a more productive and enjoyable environment.

Pupils will be confident in asking for help if they're struggling to meet expectations of behaviour in the classroom. Individually targeted pastoral support will be provided to these pupils when necessary.

Praise and Rewards

The school will recognise that praise is key to making pupils feel valued and ensuring that their work and efforts are celebrated. When giving praise, teachers will ensure:

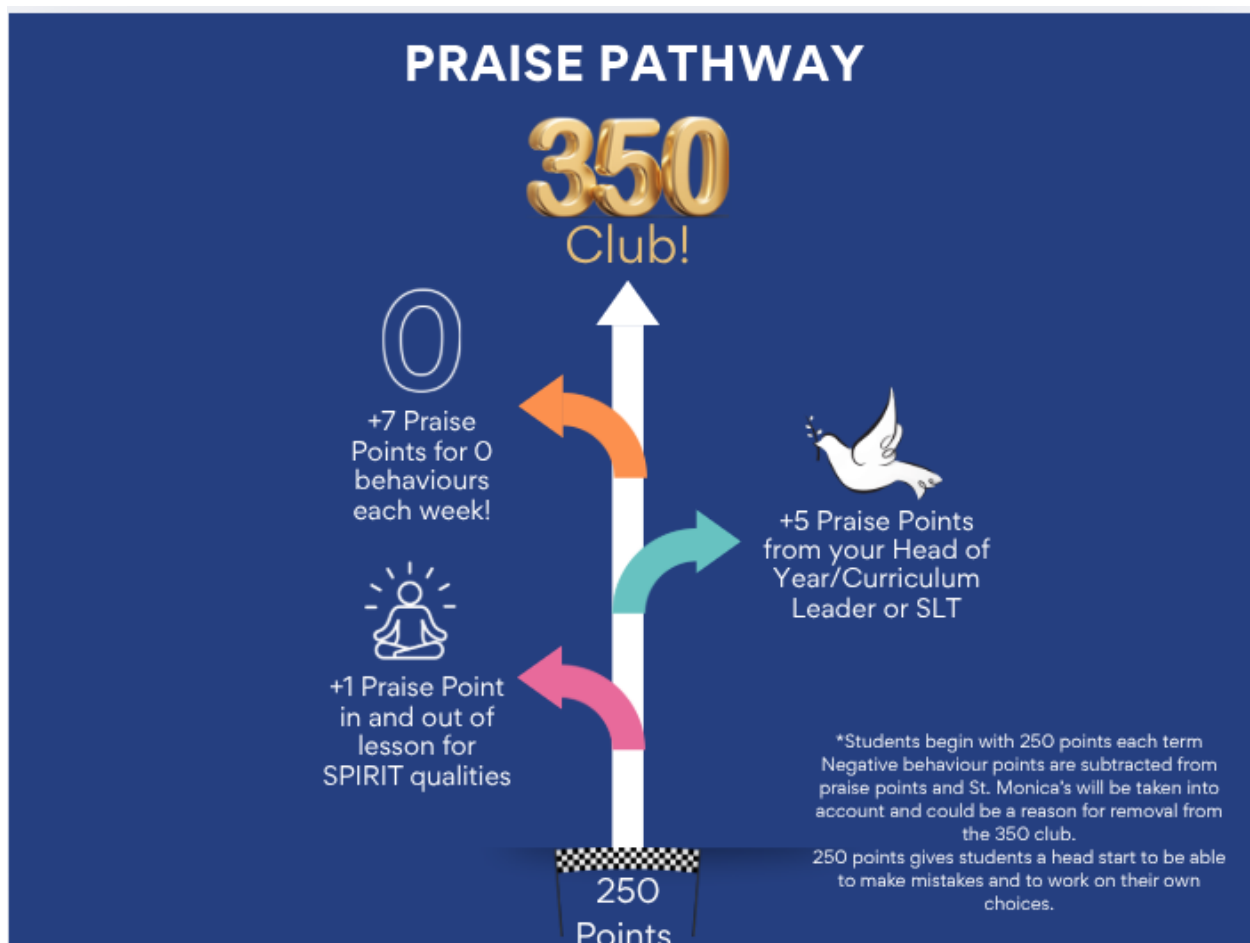
- They define the behaviour that is being rewarded.
- The way in which the praise is given is varied.
- Praise is related to effort, rather than only to work produced.

- Perseverance and independence are encouraged and a focus on the SPIRIT values will be at the core of all praise.
- Ensure that praise is the basis of our school culture

Whilst it is important to receive praise from teachers, the school understands that peer praise is also effective for creating a positive, fun and supportive environment. Teachers will encourage pupils to praise one another, and praise another pupil to the teacher, if they see them modelling good behaviour.

Rewards for good behaviour will include, but are not limited to:

- Verbal praise
- Communicating praise to parents
- Certificates, prize ceremonies and special assemblies
- Positions of responsibility, e.g. being entrusted with a particular project
- Trips and activities for a whole-class or year group



12.0 Behaviour outside of school premises

Pupils at the school must agree to represent the school in a positive manner, both inside school and out in the wider community, particularly if the pupil is dressed in school uniform.

Headteachers can authorise the sanction of pupils for misbehaviour outside of the school premises, including conduct online, provided the pupil is:

- Wearing school uniform.
- Travelling to or from school.
- Taking part in any school-related activity.
- In any way identifiable as being a pupil at the school.

Staff may also sanction pupils for misbehaviour outside the school premises, including conduct online, that:

- Could negatively affect the reputation of the school.
- Could pose a threat to another pupil, a member of staff at the school, or a member of the public.
- Could have repercussions for the orderly running of the school.

The school will impose the same sanctions for bullying incidents and non-criminal misbehaviour witnessed or reported outside of the school premises as would be imposed for the same behaviour conducted on school premises. In all cases of unacceptable behaviour outside of the school premises, staff will only impose sanctions once the pupil has returned to the school premises or when under the supervision of a member of staff.

13.0 Data collection and behaviour evaluation

The school will collect data from the following sources:

- Behaviour incident data, including on removal from the classroom
- Attendance, permanent exclusion and suspension data
- Use of pupil support units, off-site directions and managed moves
- Incidents of searching, screening and confiscation
- Anonymous surveys for staff, pupils, governors, and other stakeholders on their perceptions and experiences of the school behaviour culture

The data will be monitored and objectively analysed **routinely** by the headteacher and the SLT. Attempts will be made to identify possible factors contributing to the behaviour, any system problems or inadequacies with existing support. The data will also be analysed considering the protected characteristics under the Equality Act 2010 to inform school policies and practice.

Staff will help to paint a whole-school picture of an effective behaviour culture by being held accountable for their part in maintaining the school's behaviour systems and processes.

14.0 Monitoring and review

This policy will be reviewed by the Trust and headteacher on an **annual** basis; they will make any necessary changes and communicate these to all members of staff and relevant stakeholders.

The next scheduled review date for this policy is **September 2026**.