

Introduction

Chaigeley believes that staff have the right to work and that students have the right to learn in an environment which is free from as much disruptive behaviour as possible. This policy is for all stakeholders of Chaigeley School and is to help with the positive management of behaviour. The principles held in the policy are based around the values held in the School Code of Conduct and work towards promoting a positive atmosphere around school.

Statement

Chaigeley School believes that, in order to facilitate teaching and learning, acceptable behaviour must be demonstrated in all aspects of school life.

We are committed to:

- Promoting desired behaviour
- Promoting self-esteem, self-discipline, proper regard for authority and positive relationships based on mutual respect.
- Ensuring equality and fair treatment for all.
- Praising and rewarding good behaviour
- Challenging and disciplining bad behaviour
- Providing a safe environment, by promoting/encouraging an environment free from disruption, violence, discrimination, bullying and any form of harassment.
- Encouraging positive relationships with parents/carers/guardians.
- Developing relationships with our pupils to enable early intervention
- A shared approach which involves pupils in the implementation of Chaigeley School's policy and associated procedures.
- Promoting a culture of praise and encouragement in which all pupils can achieve.

Key roles and responsibilities

The governing body has overall responsibility for the implementation of this Behaviour Policy and the procedures of Chaigeley School.

The governing body has overall responsibility for ensuring that this Behaviour Policy, as written, does not discriminate on any grounds, including, but not limited to, ethnicity/national origin, culture, religion, gender, disability or sexual orientation.

The governing body has responsibility for handling complaints regarding this policy, as outlined in Chaigeley School's Complaint Policy.

The Head of Education will be responsible for the day-to-day implementation and management of this Behaviour Policy and the procedures of Chaigeley School.

Staff, including teachers, support staff and volunteers, will be responsible for following the policy and for ensuring children do so as well. They will also be responsible for ensuring the policy is implemented fairly and consistently.

Staff, including teachers, support staff and volunteers, will create a supportive and high quality learning environment, teaching positive behaviour for learning and implementing the agreed policy.

Parents and carers will be expected to take responsibility for the behaviour of their child/children inside and outside of school.

Parents and carers will be expected to take responsibility for promoting positive behaviour for learning and modelling acceptable behaviour in the home.

Children are responsible for their own behaviour both inside school and out in the wider community.

Children are responsible for their social and learning environment and have the facility to report all undesirable behaviour to a member of staff.

Definitions

Chaigeley School defines “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, including, but not limited to:

- Discrimination – not giving equal respect to an individual on the basis of disability, gender, race, religion, age, sexuality and/or marital status.
- Harassment – behaviour towards others which is unwanted, offensive and affects the dignity of the individual or group of individuals.
- Bullying – a type of harassment which involves criticism, personal abuse or persistent actions which humiliate, intimidate, frighten or demean the individual.
- Cyberbullying – the use of electronic communication to bully a person, typically by sending messages of an intimidating or threatening nature.
- Possession of illegal drugs and alcohol.
- Arriving at school under the influence of drugs or alcohol.
- Possession of banned items.
- Truancy
- Theft
- Fighting
- Any other illegal behaviour.

Chaigeley School defines “low level unacceptable behaviour” as: behaviour which may disrupt the education of the perpetrator and/or other children, including, but not limited to:

- Low level disruption
- Failure to complete classwork
- Rudeness
- Disruption on taxis
- Use of mobile phones
- Graffiti

“Unacceptable behaviour” may be escalated as “serious unacceptable behaviour” depending on the behaviour breach.

Training of staff

At Chaigeley School, we recognise that early intervention can prevent bad behaviour. As such, all staff will receive training in behaviour management.

All staff will receive training on this Behaviour Policy as part of their new starter induction.

All staff will receive regular and ongoing training as part of their development.

Pupil Expectations

Pupils will be expected to follow the school Code of Conduct which requires pupils to:

- Conduct themselves around the school premises in a safe, sensible and respectful manner.
- Arrive to lessons on time
- Follow reasonable instructions given by the teacher.
- Behave in a reasonable and polite manner towards all staff and pupils.
- Show respect for the opinion and beliefs of others.
- Complete classwork as requested.
- Report unacceptable behaviour.
- Show respect for the school environment.

Smoking and drugs policy

In accordance with Part 1 of the Health Act 2006, Chaigeley School is a smoke free environment. This includes all buildings, out-buildings, playgrounds, playing fields and sheltered areas.

Parents/carers/guardians, visitors and staff must not smoke on school grounds.

Children (including Year 12 and 13 students over the age of 18) are not permitted to bring smoking materials or nicotine products to school. This includes, but is not limited to, cigarettes, e-cigarettes, lighters, matches or pipes.

In the interest of health and hygiene, we request that people refrain from smoking outside the school gates.

Rewarding good behaviour

The school reward system includes Merits; House Points; Percentages; GED Points.

Rewards will be given for

- Curriculum achievement
- House achievement
- Exceptional good behaviour
- Specific Targets
- Weekly Class Targets

These are some of the methods of rewarding good behaviour but not exhaustive.

Unacceptable behaviour

Unacceptable behaviour will not be tolerated at Chaigeley School.

Breaking any of the rules laid out in the school Code of Conduct will lead to sanctions and disciplinary

action.

Sanctions

Where children have displayed heightened aggressive and/or threatening behaviour, which may result in injury or damage, or illegal activity, Chaigeley School will not hesitate to physically intervene (see Positive Handling Policy) or contact the police.

Any staff member or visitor displaying aggressive and/or threatening behaviour will be asked to leave the premises.

At Chaigeley School, all staff have the freedom to impose sanctions as they see fit dependent on the behaviour of the children:

- In the first instance the child will be advised to stop the behaviour and de-escalation will be used if needed.
- If the child does not stop immediately, then staff will give an additional warning that sanctions may be put in place.
- If the child continues with the behaviour then the child may be reminded of the consequences of his/her actions and staff will refer to the behaviour flow charts.
- Sanctions will be dependent on the seriousness of the misdemeanour.
- If the child continues the behaviour the appropriate sanction will be given.
- If a child is given a detention, this can either be a lunchtime detention, which is completed before lunch, or an after school detention, which is organised with Pupil Support and the administration staff to organise transport.
- Following a sanction, further continuation of the misbehaviour could lead to exclusion if the behaviour is deemed serious enough to warrant time out of school.

At Chaigeley School, we do not take serious unacceptable behaviour breaches lightly. We will not hesitate to act in the best interest of the children within school.

- Following an allegation of serious unacceptable behaviour, the child will be isolated from the school, being supervised by a member of staff, whilst the investigation takes place. The investigation will be completed by the Heads of Education.
- If, following an investigation, the allegation is found to be true, the senior leadership team has a number of disciplinary tactics that may be used, including, internal isolation, exclusion with home visits, reporting to the police.

Items banned from school premises

Fire lighting equipment

- Matches, lighter etc

Drugs and smoking equipment

- Cigarettes
- Tobacco
- Cigarette papers
- Electronic cigarettes (e-cigs)
- Alcohol
- Solvents
- Any form of illegal drugs
- Any other drugs, except medicines covered by the prescribed medicines procedure

Weapons and other dangerous implements or substances such as:

- Knives
- Razors
- Catapults
- Guns (including replicas and BB guns)
- Laser pens
- Knuckle dusters and studded arm bands
- Whips or similar items.
- Pepper sprays or gas cylinders
- Fireworks
- Dangerous chemicals

Other items not allowed to have on their person:

- Offensive materials (i.e. pornographic, homophobic, racist, etc)
- Aerosols including deodorants and hair spray
- Mobile Phones (this is to safeguard both pupils and staff from unsolicited photography or video that could be shared through social media) Pupils are permitted to make phone calls from the school office if an emergency occurs or they need to speak with their parents / carers, unless it is prohibited for them to do so during school hours.

Searching

Staff members may use common law to search children, with their consent, for any item.

Staff members may ask any child to turn out their pockets.

Staff members may search any child's bags

Under Part 2, Section 2 of the Education Act 2011, teachers are authorised by the headteacher to search for any prohibited item including, but not limited to, illegal drugs and alcohol, without the consent of the child, provided that they have reasonable grounds for suspecting that the child is in possession of a prohibited item.

Searches will be conducted by a member of staff, with another staff member as a witness, unless there is a risk that serious harm will be caused to any person(s) if the search is not done immediately, and it is not practicable to summon another member of staff.

Staff members may instruct a child to remove outer clothing, including hats, scarves, boots and coats.

A child's possessions will only be searched in the presence of the child and another member of staff, unless there is risk that serious harm will be caused to any person(s) if the search is not done immediately, and it is not practicable to summon another member of staff.

Staff member may use reasonable force, given the circumstances, when conducting a search for alcohol, illegal drugs or tobacco products.

Any staff member may refuse to conduct a search.

Confiscation

A staff member carrying out a search can confiscate anything they have reasonable grounds to suspect is a prohibited item. This includes potentially harmful materials which cannot immediately be identified.

If necessary, the police will be called for the removal of the item/items.

Outside school and the wider community

Chaigeley School has developed a good reputation over the years.

Children at Chaigeley School must agree to represent the school in a positive manner.

The guidance laid out in the school Code of Conduct applies to both inside school and out in the wider community, particularly if dressed in school uniform.

Complaints from members of the public about bad behaviour, by children at Chaigeley School, are taken very seriously and will be fully investigated.

Controlled substances

Chaigeley School has a zero tolerance policy on illegal drugs.

Following the identification and confiscation of a controlled substance, the staff member will seal the sample in a plastic bag and include details of the date and time of the confiscation and any witness/witnesses present.

The staff member will store the sample in the school safe.

The incident will be reported to the police immediately. The police will then collect it and deal with it in line with their agreed protocols.

Chaigeley School will not hesitate to name the child from whom the drugs were taken to the police.

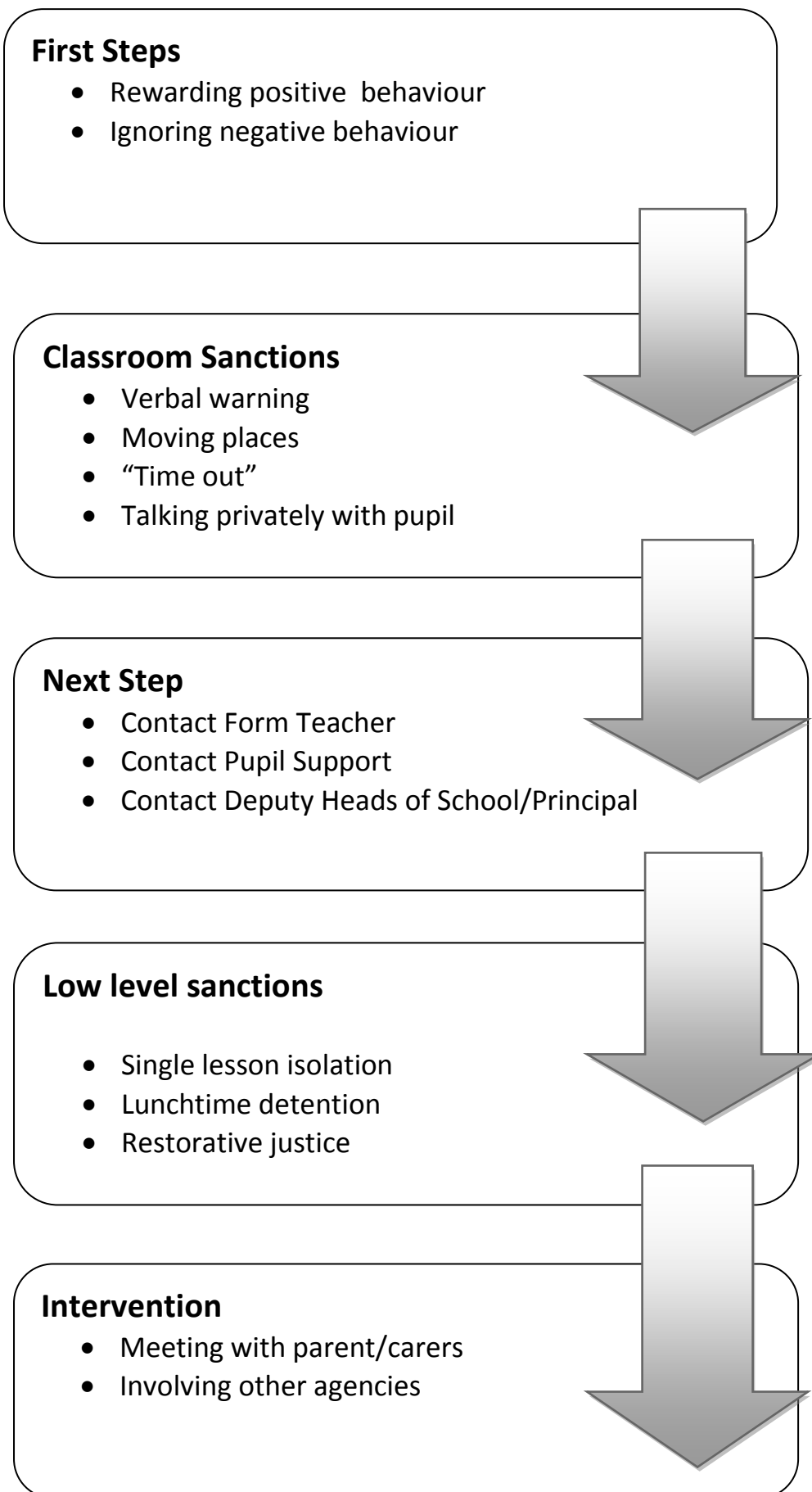
A full incident report will be completed.

Any further measures will be undertaken in line with the school Safeguarding Policy

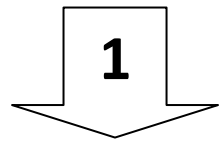
Where controlled substances are found on school trips away from school premises, the parents/carers/guardians of the child, as well as local police, will be notified.

Committee	Date Amended/Changed	Review Date
Source: SDP	Date: January 2018	Review: January 2019

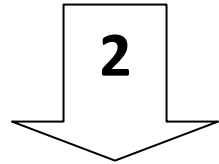
Appendix 1 – Managing in-class incidents flowchart



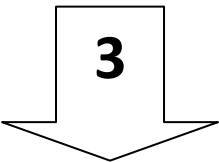
Appendix 2 – Agreed sanctions for unacceptable behaviour



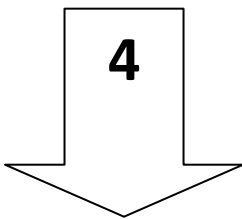
Detention. May be sanctioned by a classroom teacher.



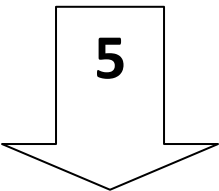
Meeting with parent/carers. May be sanctioned by a classroom teacher



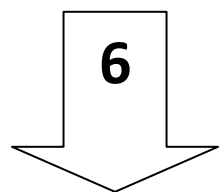
Placement on report.



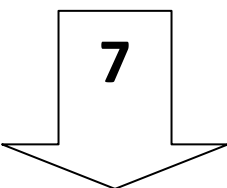
Internal exclusion – the pupil excluded from lessons for a fixed number of lessons/days in an appropriate room. Parents will be informed at the start of the internal exclusion and the pupil will be required to stay at school until 4pm on the same day. May be sanctioned by the Deputy Heads of School/Principal



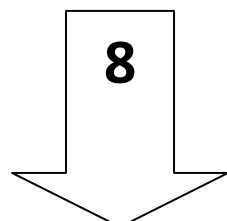
Outreach – pupils who are not coping within school can be given the option to go on the school's Outreach programme, so slowly integrate back into school and avoid a fixed-term/permanent exclusion.



Fixed term external exclusion – the Deputy Heads of School or the Principal may sanction a fixed-term exclusion. Parents are informed in writing of the reasons for the exclusion and their right to appeal

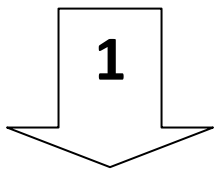


Fresh start – if it is in their interests the pupil may be transferred to another school if there are whole school behaviour concerns. The transfer will be managed by both schools.

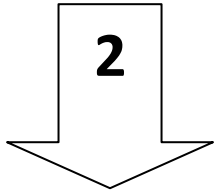


Permanent exclusion – the Principal is the only member of staff who can sanction a permanent exclusion. A permanent exclusion is a last resort and a decision not to be taken lightly. In all cases parent/carers will be informed in writing of the reasons for the exclusion and their right to appeal.

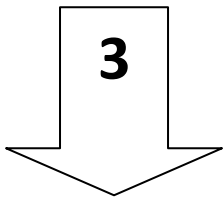
Appendix 3 – Behavioural reporting structure



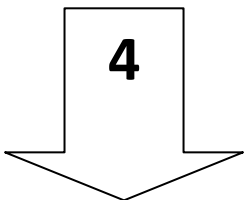
School Staff Members



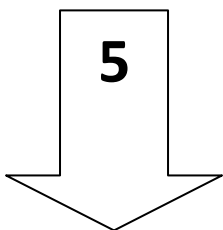
Form Teacher



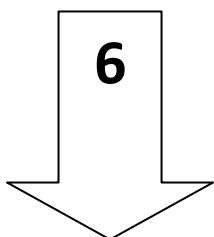
Pupil Support/Mentoring



Deputy Head of School



Principal



Chair of Governors



Name:

Year group:

Date:

Issuing teacher:

Name of school

Positive behaviour form

Reason/s:
