



St Cecilia's

R. C. High School

Policy for Behaviour

Next Review Date : June 2018

St Cecilias RC High School We
sing with praise to the
Lord, our light and our
shield'

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1. STATEMENT OF PRINCIPLES:

ST. CECILIA'S R. C. HIGH SCHOOL MISSION STATEMENT

“St. Cecilia’s Mission is to provide an excellent education for all children from the local Catholic communities.

Where children can discover, develop and celebrate all their God-given gifts and talents to the full.

***Where respect is the foundation of all relationships.
Everyone is treated fairly equally and justly.***

Where everyone is shown forgiveness by God and each other, With the chance to start again when we go wrong.”

As a school, we acknowledge our responsibility to support parents in their task of nurturing their children towards human wholeness within a Christian community. (Home School Agreement)

St Cecilia's R.C. High School will try to:

- ✓ uphold the Catholic ethos of the school as stated in our Mission Statement
- ✓ provide a safe, secure and friendly learning environment
- ✓ ensure that your child is valued as a member of the school community and achieves his/her full potential
- ✓ provide a balanced curriculum which meets the needs of your child
- ✓ achieve high standards of work and behaviour through the building of good relationships and by developing a sense of responsibility
- ✓ keep you informed about general school matters

- ✓ provide regular information on your child's progress, attitude, behaviour and contribution to school life

- ✓ be open and welcoming at all times and be responsive to your concerns

- ✓ **The scope of this policy covers students in school, travelling to and from school, on educational visits, trips and educational provision at other educational sites**

2. CONTEXT:

There are links with other St. Cecilia's R.C. High School policies:

- Behaviour for Learning
- Health and Safety
- Safeguarding
- Attendance
- Teaching and Learning
- Anti-bullying

3. CLASSROOM MANAGEMENT:

The Classroom Code

To help everyone in all classes to do well, everyone at St Cecilia's agrees to:

Respect others

Arrive prepared

Instructions followed at all times

Speak politely to everyone

Effort applied at all times

Aim to **RAISE** the bar!

We have strong, robust classroom routines in place, with a clear and consistent set of expectations applied at all times to our pupils.

4. RULES:

At St. Cecilia's R.C. High School we define acceptable behaviour as that which promotes courtesy, cooperation and consideration from all pupils at school and outside school, including behaviour on any activities arranged by the school.

For example: educational visits; sporting events; behaviour to and from school and behaviour whilst wearing school uniform in a public place.

School Rules relating to the Code of Expectations

Our Code of Expectations is based upon **Care, Courtesy and Concern** for both the school environment and all of the individuals within the school.

The following Rules are designed to ensure that we all know what is expected of us as members of St. Cecilia's:

To show that we respect all of the people who make up the St. Cecilia's community

- We will follow the Classroom Behaviour Code

- We will be courteous to other people
- We will not bring dangerous objects or substances into school

- We will only play ball games on the bottom yard
- We will not fight, or use offensive language
- We will not bring into school any smoking paraphernalia, alcohol, illegal substances, knives or any item that may cause harm

To show that we have a pride in our appearance

- We will wear full school uniform at all times
- We will clearly label all clothing
- We will not wear make-up, jewellery or have facial body piercing e.g. noses, lips, eyebrow, neck piercings. Girls may wear one PAIR of small, plain stud earrings. Nail varnish or false nails are not allowed.
- We will not have extreme hairstyles e.g. hair shorter than a Number 2 cut with lines cut in, dyed, streaked, or cut into unusual shapes or spiked. Hair gel will not be worn.
- We will not wear football scarves, track suits or denim as outdoor clothing.

NB: iPods/MP3s are not to be brought to school.

To show that we respect the school building and surroundings

* We will not run inside school

* We will not remain in classrooms at break or lunch-times unless supervised by a member of staff or a prefect

- We will show patience and common sense when using our lockers
- We will not bring chewing gum into school. Spray deodorants only to be used after P.E. lessons.

- We anticipate that all pupils will show care, courtesy, concern and patience and that it will be an extreme when these rules are broken.
- Do not bring into school any smoking paraphernalia, alcohol, illegal substances, knives or any item that may cause harm

Classroom Expectations:

- Arrive on time for lessons
- Have all the correct equipment
- Listen to and follow instructions
- Don't shout out
- Treat everyone with respect
- Be positive and always try your best
- Allow your teachers to teach and yourself and others to learn without disruption at all times

5. REWARDS:

The following collates the many ways in which student achievement, effort and success are recognised at St. Cecilia's R.C. High School.

The reward scheme which is designed to encourage the pupils in school to become more engaged and improve behaviour within the classroom. Students are encouraged, through the rewards scheme to improve their behaviour, attainment, attendance and overall punctuality.

REWARDS AT ST. CECILIA'S

Rewards

How does the **STAR** system work?

Pupils will be advanced 10 STARS every half term. These STARS are given to the pupils on the assumption they will:

- Arrive on time to form and all classes.
- Use the planner correctly.
- Bring the correct books and equipment
- Wearing uniform correctly
- Completing homework

Gaining STARS

- Pupils have the opportunity to gain **STARS** by:
- Achieving individual targets

- Producing outstanding pieces of work
- Excellent effort in class
- Helping others within our community
- Representing St Cecilia's
- Participating in an additional school activity

6. SUPPORT/SANCTIONS:

The school will ensure it gives appropriate support to individual pupils, who are experiencing barriers to learning or may be at risk of disaffection or exclusion, including:

- Coaching and mentoring
- Pastoral Support Plans
- Individual Behaviour Plans
- Behaviour for learning intervention programmes
- Curriculum adaptation and personalised learning opportunities
- Differentiated teaching strategies
- Study support / homework clubs / safe havens
- School chaplain
- Referral to outside agencies as appropriate
- Anger management training.

Sanctions / Behaviour Management Strategies: The school will implement an agreed range of strategies to deal with inappropriate behaviour by pupils including:

BEHAVIOUR FOR LEARNING REFERRAL PROCEDURES

Purpose:

To discourage and reduce high frequency, low level disruption in class so that teaching and learning can be more effective.

1. Behaviour for Learning - Referrals

Stage 1

If a pupil does not correct his /her behaviour, the teacher should approach the pupil quietly and remind the pupil of the rule. It is often wise to explain what behaviours you do want.

Stage 2

If disruptive behaviour continues, the teacher must give the pupil a formal warning by saying, "(Name) I am giving you a formal warning."

Stage 3

If there is still no improvement then the teacher will move the pupil to another seat in the classroom. An opportunity should then be taken to speak quietly to the pupil saying, "Remember _____, if your behaviour continues to disrupt learning, I will have to refer you and that means..."*

Stage 4

If all other strategies have been tried and have failed and the learning of others is still being affected, the teacher should refer the pupil to another teacher within the curriculum area.

Pupils may be referred to the isolation unit for that lesson, if a suitable base is not available, due to the type of lesson.

Detentions:

- A teacher may give a detention at break or lunch time or after school. If a detention is held at break or lunch time, reasonable time will be allowed for the Pupil to eat, drink and use the toilet.
- After school detentions may be given by subject teachers, Heads of Year, Curriculum Leaders or SLT. Parental consent is not required, although parents must be informed prior to the detention. Consideration will be given as to whether the detention is likely to put the pupil at risk; whether the pupil has caring responsibilities which mean that the detention is unreasonable; whether suitable travel arrangements can be made by the parent.

Exclusions:

- The Head Teacher will make any decisions about excluding a pupil, or in their absence, any other SLT member acting with his/her authority. An internal exclusion may be used as a sanction – this involves the pupil attending school between 8.50 a.m. and 4.00 p.m. working in the Damascus (isolation) room or other suitable base.
- Fixed term exclusions may be given for a number of reasons, including constant breaches of the Home School Agreement, violent conduct, abusive language/behaviour, racist incidents, bullying and smoking. If the exclusion is for more than five consecutive school days, the school will arrange alternative provision for the pupil at an alternative education facility.

Sanctions beyond the school gates:

- Teachers have a statutory power to discipline pupils for misbehaving outside of the school premises. A Headteacher has statutory power to regulate pupils' behaviour in these circumstances 'to such an extent as is reasonable.'
- Any non – criminal bad behaviour and bullying which occurs anywhere off the school premises and is witnessed by a staff member or reported to the school will be fully investigated and dealt with accordingly. This may involve a bus ban for poor behaviour on the bus, or a fixed- term exclusion or permanent exclusion for bullying or other activity deemed to bring the school into disrepute.

7. PREVENTING BULLYING –

Please also refer to the School's Anti – Bullying Policy

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. It takes many forms and is always fully investigated by the school and dealt with through a 'Zero tolerance' approach.

8. CONFISCATION OF INAPPROPRIATE ITEMS:

- Any member of staff can confiscate, retain or dispose of a pupil's property applying a disciplinary measure where it is reasonable to do so. In the case of any item that is deemed valuable it will be clearly labelled and locked away securely.
- Mobile phones – pupils are allowed to bring mobile phones to school, but they must abide by the following rules :-

USE OF MOBILE PHONES

- mobile phones and their earphones must not be seen in lessons, assemblies, registrations or throughout the school building and grounds.
- mobile phones must be turned off at all times whilst in school.
- if a phone is seen or heard during the school day the mobile will be confiscated until the end of the school day on the first occasion.
- if the phone is confiscated for a second time, a letter will be sent home stating a parent will have to collect the mobile.
- If a third occasion occurs a note will be placed in the planner and parents will need to collect the phone from school.
- Future confiscations will be noted in the planner and pupils will need to collect their phone from school
- Phones may not be used in lessons as calculators or watches.

- Phones are not allowed in examination rooms
- Phones may not be used in school for music playing
- The Headteacher's decision on all matter of mobile phones is final
- If a pupil refuses to hand the phone over or is confrontational when asked to do so, a detention, isolation or exclusion will be given.

The Headteacher/SLT have the power to search without consent for 'prohibited

items' including: a) Knives and weapons

b) Alcohol

c) Illegal drugs

d) Stolen items

e) Tobacco, cigarettes, cigarette papers and / or other smoking paraphernalia.

f) Pornographic images

g) Any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property

h) Any item banned by the school rules

- Searches will be conducted by a member of the SLT in the presence of a witness. In the event of no member of SLT being present on a school trip or other school activity, the visit leader will fulfil this role.

- Weapons and knives and extreme or child pornography must be handed to the police. Otherwise, SLT must decide if and when to return an item, or whether to dispose of it.

9. POWER TO USE REASONABLE FORCE:

All members of school staff have a legal power to use reasonable force, used only in exceptional circumstances to control or restrain.

- 'Control' means either passive physical contact, such as standing between pupils or blocking a pupil's path, or active physical contact such as leading a pupil by the arm out of a classroom.

- 'Restraint' means to hold back physically or to bring a pupil under control – this is used only in extreme circumstances, such as when two pupils are fighting and refuse to separate without physical intervention.

Reasonable force could also be used to:

- Prevent a pupil from attacking a member of staff or another pupil, or to stop a fight;
- Restrain a pupil at risk of harming themselves through physical outbursts;
- Prevent a pupil leaving the classroom where allowing the pupil to leave would risk their safety.

10 ROLES AND RESPONSIBILITIES:

The Governing Body is responsible for setting the general principles that inform the behaviour policy. It has a responsibility under the Equality Act of 2010 to promote equality of opportunity and to reduce discrimination.

The Head Teacher – is responsible for developing the behaviour policy. The Headteacher must publicise the school behaviour policy in writing to staff, parents and pupils once a year.

Teachers, teaching assistants and other paid staff with responsibility for pupils - have the power to discipline pupils whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction.

Schools – have to have and ask parents/carers to sign a Home School Agreement that outlines the responsibilities of the parent and the school.

Parents/Carers –

- Are under a legal duty to ensure that their child aged 5 to 16 receives a suitable full-time education either at a school or by making other suitable arrangements.
- Parents/carers must ensure that their child attends school punctually and regularly. If they do not, the school will ask them to attend a meeting and sign an attendance contract. If this does prove to be successful, the local authority will issue a penalty sanction and may then move to prosecution.
- Parents/carers have a clear role in making sure their child is well-behaved at school.
- Parents/carers must take responsibility for their child if excluded and ensure they are not in a public place without good reason during school hours within the first
- five school days of any exclusion. If they do not, the local authority may issue a penalty sanction. Parents/carers must also ensure that their child attends the suitable full time education provided by the school or local authority from the sixth day of any exclusion.
- Parents/carers are expected to attend a reintegration interview following any fixed period exclusion.

11. SCHOOL SUPPORT SYSTEMS :

St. Cecilia's R.C. High School has extensive systems in place for supporting pupils and their families who show consistently disruptive behaviour and do not respond to the usual range of rewards and sanctions in place.

- Parents/families are supported by the Pastoral Team, and a wide range of external agencies who work with the families both at school and in their homes.

12. CONSULTATION, MONITORING AND EVALUATION:

This policy is monitored and evaluated annually.

13. COMPLAINTS PROCEDURE:

The school will ensure that any issues arising through the complaints procedure will be fully investigated and dealt with effectively and with fairness to all parties.

The Complaints Procedure can be accessed on the school website or a paper copy is available at the school office.

Date Review: June 2018