



Ribston Hall High School

Behaviour Policy

Date of Policy:	May 2021
Person(s) responsible:	Headteacher / Assistant Headteacher
Date of next review:	May 2022

Aims

At Ribston Hall High School we are committed to working together to ensure we sustain a caring culture of mutual respect, compassion, and tolerance for one another. All students must be able to engage with their learning to the best of their ability in an enjoyable atmosphere that promotes academic excellence and personal development.

A successful behaviour policy requires the commitment and consistency of practice of all staff to ensure that students know the standards expected of them.

We aim to meet these key principles by:

- Providing a consistent approach to behaviour management.
- Summarising the roles and responsibilities of different people in the school community with regards to behaviour management.
- Defining what we consider to be unacceptable behaviour, including bullying.
- Outlining how students are expected to behave and ensuring that every member of the community has the highest expectation of students.
- Challenging behaviour when it does not meet these expectations and using appropriate sanctions where necessary.
- Outlining our behaviour procedures.

Legislation and statutory requirements

This policy is based on advice from the Department for Education (DfE) on:

- [Behaviour and discipline in schools](#)
- [Searching, screening and confiscation at school](#)
- [The Equality Act 2010](#)
- [Use of reasonable force in schools](#)
- [Supporting students with medical conditions at school](#)

It is also based on the [special educational needs and disability \(SEND\) code of practice](#).

In addition, this policy is based on:

- [DfE guidance](#) explaining that academies should publish their behaviour policy and anti-bullying strategy online
- [Gloucestershire guidance](#) on the prevention and management of exclusions

This policy complies with our funding agreement and articles of association.

Bullying

Bullying is defined as the repetitive, intentional harming of one person or group by another person or group, where the relationship involves an imbalance of power.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Type of Bullying	Definition
Emotional	Being unfriendly, excluding, tormenting
Physical	Hitting, kicking, pushing, taking another's belongings, any use of violence
Racial	Racial taunts, graffiti, gestures
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing
Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps or gaming sites

Details of our school's approach to preventing and addressing bullying are set out in our anti-bullying strategy. Which can be found [here](#).

Roles and responsibilities

The Governing Board

The governing board is responsible for monitoring this behaviour policy's effectiveness and holding the headteacher to account for its implementation.

The Headteacher

The Headteacher is responsible for reviewing and approving this behaviour policy.

The Headteacher will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

The Assistant Headteacher and the Pastoral Team

The pastoral team are responsible for managing incidents of a serious nature, working with students, staff, parents, and any other stakeholder to support a student in reviewing, reflecting, and moving on from such incidents.

Staff

Staff are responsible for:

- Implementing the behaviour policy consistently
- Modelling positive behaviour
- Providing a personalised approach to the specific behavioural needs of particular students
- Recording behaviour incidents

The senior leadership team will support staff in responding to behaviour incidents.

Parents

Parents are expected to:

- Support their child in adhering to the student code of conduct
- Inform the school of any changes in circumstances that may affect their child's behaviour
- Discuss any behavioural concerns with the class teacher promptly

Rewards and sanctions

Positive Expectations

- Within our learning community each one of us will act with courtesy, consideration and understanding towards others with whom we share our collective experience at all times.
- We will always show due respect to other people and take responsibility for our actions and our belongings.
- Kindness and politeness will be extended to all and movement around the school will be safe and demonstrate an awareness of circumstances and surroundings. At exam time, for example, silence will be required in certain areas.
- The fabric of the school will be treated respectfully, and the site will be kept clean, tidy and safe.

Rewards

Through rewards, we can celebrate achievement and encourage progress towards further successes. Rewards can take the many forms and should always be recorded electronically through the school management system, Cloud School. The log of these positive behaviour events will lead to further celebrations of success. The types of rewards expected to be received by students include:

- Verbal praise and recognition
- Written feedback
- Displays of student work
- Praise emails to students
- Celebration events

Sanctions

If expected behaviour slips below the standards expected in school, it is imperative that behaviour is challenged. To maintain and ensure high expectations of behaviour for all, sanctions will be applied that challenge the behaviour and not the individual.

The school will consider each case on an individual basis and will always act lawfully, reasonably, and proportionally. All staff are responsible for managing the behaviour of students in the school, and therefore all staff are responsible for administering appropriate sanctions.

As sanctions must be recorded on Cloud School. Our Behaviour Procedures document sets out the types of poor behaviour that are unacceptable to the School and how we expect sanctions to be managed.

Off-Site Behaviour

We are committed to ensuring our students are leaders in their community. The same expectations of behaviour are expected of our students both in school and off site.

Sanctions may be applied where a student has behaved below the expected standard whilst off-site, when representing the school, such as on a school trip, travelling to or from school or where the behaviour is such that it has had a negative impact on our community. The Senior Leadership Team will be made aware of any such incidents, investigate where appropriate and decide on any appropriate sanctions.

Malicious allegations

Where a student makes an accusation against a member of staff and that accusation is shown to have been malicious, the headteacher will discipline the student in accordance with this policy.

The Headteacher will also consider the pastoral needs of staff accused of misconduct.

Behaviour management

Classroom management

Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom.

They will:

- Create and maintain a stimulating environment that encourages students to be engaged.
- Make clear their expectations of high standards of behaviour and apply their classroom rules during a lesson
- Develop a positive relationship with students, which may include:
 - Greeting students in the morning/at the start of lessons
 - Establishing clear routines
 - Communicating expectations of behaviour
 - Highlighting and promoting good behaviour
 - Concluding the day positively and starting the next day afresh
 - Having a plan for dealing with low-level disruption
 - Using positive reinforcement

Physical restraint

In some circumstances, staff may use reasonable force to restrain a student to prevent them:

- Causing disorder.
- Hurting themselves or others.
- Damaging property.

Incidents of physical restraint must:

- **Always be used as a last resort.**
- Be applied using the minimum amount of force and for the minimum amount of time possible.
- Be used in a way that maintains the safety and dignity of all concerned.
- Never be used as a form of punishment.
- Be recorded on Cloud School and reported to parents as appropriate.

Confiscation

Any prohibited items listed in the Behaviour Procedures document that are found in a student's possession will be confiscated.

We will also confiscate any item which are harmful or detrimental to school discipline.

These items will be returned to students after discussion with senior leaders and parents, if appropriate.

Searching and screening students is conducted in line with the DfE's [latest guidance on searching, screening and confiscation](#).

Student support

The school recognises its legal duty under the Equality Act 2010 to prevent students with a protected characteristic from being at a disadvantage. Consequently, our approach to challenging behaviour may be differentiated to cater to the needs of the student.

The school's Special Educational Needs Co-ordinator (SENCo) will evaluate a student who exhibits challenging behaviour to determine whether they have any underlying needs that are not currently being met.

Where necessary, support and advice will also be sought from specialist teachers, an educational psychologist, medical practitioners and/or others, to identify or support specific needs.

When acute needs are identified in a student, we will liaise with external agencies and plan support programmes for that child. We will work with parents to create the plan and review it on a regular basis.

Training

Our staff are provided with training on managing behaviour each September as part of whole school INSET.

Behaviour management will also form part of Continuing Professional Development throughout the academic year for all staff, and specialised training for staff where appropriate.

Monitoring arrangements

This behaviour policy will be reviewed by the Headteacher and the Full Governing Board every 2 years. At each review, the policy will be approved by the Headteacher.

9. Links with other policies

This behaviour policy is linked to the following policies:

- [Exclusions policy](#)
- [Safeguarding and Child Protection Policy and Procedures](#)
- [SEND policy](#)
- [Mobile Phone Policy](#)
- [Mental Health and Emotional Wellbeing Policy](#)
- [Attendance Policy](#)
- [Anti-Bullying Policy](#)
- [Equality Information and Objectives Policy](#)
- [Offer of Early Help](#)
- [Complaints Policy and Procedures](#)

Appendix A: Behaviour Procedures

On the rare occasions that behaviour slips below the standards expected in school it is imperative that behaviour is challenged. In order to maintain high expectations, all sanctions that are applied must be challenging the behaviour and not the individual, and sanctions must be equitable, consistent and proportionate to the displayed behaviour. All staff of responsible for behaviour in the school, and therefore all staff are responsible for administering appropriate sanctions, as with rewards these must be recorded on Cloud School. Our behaviour procedures below set out how we expect sanctions to be managed.

Lunchtime Detentions

Lunchtime detentions can be issued by class teachers and recorded on Cloud School at the end of the lesson. Lunchtime detentions will run for the first half hour of lunch (13.30-14.00) each day in Seminar 1. These will be run by the middle leadership team (1 member of staff each day, maximum one duty per fortnight). Students will be expected to sit silently, completing study or reading a book during this time. Parents will be able to see these actions using their cloud school login.

After School Detentions

After school detentions will be issued with 24 hours' notice. Parents will receive an email from the curriculum lead or head of year who has issued the detention. After school detentions will be conducted every day between (15.30-16.30) and will be with a member of the senior leadership team. Students will be expected to sit silently, completing study or reading a book during this time. Parents/Carers will be expected to make arrangements to collect the detainee at the end of the session. If a student is unavailable to complete a detention the next night, they will be expected to complete this within 3 school days. If this isn't possible it may be that another sanction is imposed, likely to be a one day internal exclusion.

Internal Exclusions

Internal exclusions will be undertaken the day after parents have been informed. Parents will be informed via a phone call from a head of year or a member of the senior leadership team. Students in internal exclusion will need to report to reception at 8.40, where a member of the senior team will collect them and take them to a space where they will be based for the day. Students will be set work for the day, but should also bring additional study materials, and a reading book. Students will have access to the canteen at lunchtime, and toilet facilities during the day, however they will be kept separate from the rest of the students in school.

Behaviour intervention guidelines

This list is non-exhaustive and a guide to the level and type of behaviour that will incur consequences. Staff will sanction incidents at their discretion. It may be that behaviour listed at a certain level above is, in certain instances, more/less serious and a higher/lower consequence will be issued. Each individual student's circumstances will also be considered when deciding a level, this will include any SEND needs.

Intervention Level	Example of type of incident	Staff actions	Additional Information
Level 1 Class teacher/Tutor	A warning may be issued prior to a sanction. Late to School/ Late to lesson (more than 5 mins) Eating in lessons/corridors Non-completion of homework Inappropriate language/behaviour Low level disruption Arguments Failure to follow class teacher's instructions Playing music on their phone Incorrect uniform (tutors to monitor and log daily) Dropping litter Chewing gum Rudeness	Verbal warning aiming to rectify behaviour Moving seats within a seating plan Lunchtime detention (where this is P1-4 same day, P5 next day) to include an Email/Phone call to parent/carer	All warnings and consequences recorded on Cloud School at the end of the lesson
Level 2- subject concerns Curriculum Leads	3 Level 1 incidents logged for an individual subject Failure to attend a level 1 detention Low level rudeness to class teacher Failure to hand in coursework Removal from lesson by Curriculum Lead.	Centralised after school level 2 detention (30 mins-1hr) Subject Report Card Sanction must include an Email/Phone call with parent/carer	Curriculum Lead to record this information on cloud school following alert
Level 2- wider concerns Head of Year	Incidents logged in 3 different subjects (or 5 incidents in total) Failure to attend or disrupting a level 1 detention Abuse of social media Deliberate unkindness to others in person or online Damage to school/ other's property Refusal to follow instructions Vandalism Bullying Possession of smoking/vaping equipment Lesson truancy	Centralised after school level 2 detention (30 mins-1hr) Sanction must include a meeting or contact with parent/carer Head of Year Report Card Use of a MyPlan to support behaviour	Head of Year to record this information on cloud school
Level 3- SLT	Continued logging of incidents after Head of Year or Curriculum Lead interventions Fighting Persistent Bullying Deliberate defiance Smoking/vaping Truancy Serious inappropriate behaviour towards a member of staff or student	Meeting with parent/carer Referral to external agencies (as appropriate) Use of a MyPlan+ to support behaviour Internal exclusion (1-2 days)	Assistant Head (Pastoral team) to record this information on cloud school

	<p>Racist, sexist, homophobic or discriminatory behaviour (1st offence)</p> <p>Behaviour that compromises the safety of others</p> <p>Behaviour outside school that brings the school's name into disrepute</p>		
<p>SLT/ Headteacher (Level 5)</p>	<p>Failure to comply with the conditions of an internal exclusion,</p> <p>Swearing at or about a member of staff,</p> <p>Intimidation of a member of staff or student</p> <p>Theft</p> <p>Possession and/or consumption of alcohol</p> <p>Persistent bullying</p> <p>Sexual assault, which is any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation</p> <p>Persistent or extreme racist, sexist, homophobic or discriminatory behaviour</p> <p>Sexual assault, which is any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation (could also be deemed as permanent exclusion, depending on the severity of the assault)</p> <p>Behaviour that seriously disrupts the school day</p>	<p>Meeting with parent/carer</p> <p>Pastoral Support Plan</p> <p>Fixed Term Exclusion (between 1-3 Days)</p> <p>This decision will be made by the Head Teacher or members of the Senior Leadership Team deputising for the Head Teacher. This is an official exclusion and will be recorded permanently on the student's record.</p>	<p>Head Teacher</p>
<p>Headteacher (Level 6)</p>	<p>Failure to follow guidelines set out on a pastoral support plan</p> <p>Violence towards a member of staff</p> <p>Criminal offences</p> <p>Possession of any prohibited items. These are:</p> <ul style="list-style-type: none"> ○ Knives or weapons ○ Illegal drugs ○ Stolen items ○ Any article a staff member reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person <p>Sexual assault, which is any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation (could also be deemed as an internal exclusion, depending on the severity of the assault)</p> <p>Any persistent behaviour that repeatedly disrupts the running of the school</p>	<p>Permanent Exclusion/Managed Move</p> <p>This decision will be made by the Head Teacher. This is an official exclusion and will be recorded permanently on the student's record.</p>	<p>Headteacher</p>