



Behaviour, Rewards and Sanctions Policy



The Joseph Whitaker School

An Academy specialising in Sports and Performing Arts



The Joseph Whitaker School values the abilities and achievements of all its students. The school is committed to providing, for each student, the best possible environment for learning.

Underlying philosophy

Our vision for The Joseph Whitaker School is that we will be outstanding through:

- excellent leadership and management
- outstanding teaching and learning
- the personal development of students.

The policy seeks to put into practice the shared values of the community.

Roles and responsibilities

The Governing Body:

- to review the policy every three years
- to support the school in maintaining standards, ensuring an orderly and safe environment for students and staff
- to set the framework for the development of the school's Behaviour, Rewards and Sanctions Policy in conjunction with the Headteacher and national guidance
- to monitor and review exclusions
- to consider representations about an exclusion made by the parents/carers of the excluded student.

The Headteacher:

- to be responsible for the day to day management and implementation of the Behaviour, Rewards and Sanctions Policy and procedures
- to set the framework for development of the school Behaviour, Rewards and Sanctions Policy and communicate this to staff, parents, carers and students
- to make the decision to exclude a student.

Staff:

- to provide a consistently high level of teaching and opportunities for learning
- to set high expectations of work and behaviour
- to reward good work, responsible attitudes to the community and positive behaviour
- to follow the consequences system of behaviour management as displayed in all classrooms.

Students:

- to do their best
- to take responsibility for their own behaviour
- to follow the school expectations in relation to conduct and learning
- to promote the school positively in the community.

Parents and Carers:

- to take responsibility for the behaviour of their child
- to work in partnership with the school and support the school's Behaviour, Rewards and Sanctions Policy and procedures
- to attend school meetings and events, including parents' evenings
- to be polite and courteous to staff, students and other parents.

Rewards

We provide a positive, caring and purposeful environment, which encourages every student to develop to their full potential in all areas. Rewarding students and recognising achievements brings about a sense of self-worth and raises self-esteem. It helps students to appreciate their strengths and recognise success in others.

In KS4, students work towards the Year 11 Prom alongside a range of reward programmes that are individual to each year cohort. The Assistant Head KS4 Achievement and Assessment and the Academic Mentors determine these with a heavy focus on Attitude to Learning (ATL).

NB: Students who fail to achieve the required ATL, will not be eligible to attend the School Prom or other school events.

In both KS3 and KS4, a combination of Attitude to Learning scores (ATL) and Conduct points are used to determine rewards. **Conduct points** are calculated by deducting any behaviour incidents or failures to complete homework from the House points awarded. These are shown on school reports.

House points are awarded for:

- exceptional pieces of work in the classroom and for homework
- acts of citizenship
- attendance at extra-curricular clubs
- representation of the school
- ATL
- attendance each half-term

Certificates will be awarded at the end of each Academic Year in KS3, based on the number of Conduct Points achieved:

Bronze
Silver
Gold
Platinum

Conduct points will inform membership of the School Council and for any applications for future employment as Red Shirts in the Sixth Form.

Additionally, individual student achievement and improvement will be recognised via rewards such as stationery items, shopping vouchers, fast track lunch passes, etc.

These will be complimented by the usual rewards of:

- praise in lessons
- written and verbal feedback on work, homework or coursework
- postcards home (departmental and house)
- letters and telephone calls home
- departmental prizes
- certificates and letters home for attendance
- assemblies which positively reinforce achievements
- website articles promoting student and school achievements
- acceptance to attend trips.

Tutor group rewards will include termly breakfast and buffet lunch invitations.

Headteacher's lunch

Each half term the Headteacher will invite up to 24 students to a buffet lunch awarded for:

- exceptional work nominated by departments, or
- exceptional ATL

For all aspects of the rewards, students will be made aware of the thresholds for each award in assemblies and by Tutors.

Behaviour and Sanctions

All students are expected to behave in a courteous, responsible manner at all times following the school's expectations. This includes before and after school, during lessons, in corridors, in assembly and at break and lunch time. Where students do not comply with the school expectations, clear sanctions will be imposed. Responses will be fair and proportionate.

Students whose behaviour and/or ATL does not support the school ethos, will not be allowed to participate in clubs, teams and non-curriculum trips until this improves.

Classroom Expectations:

- be on time to your class
- come into your classroom in an orderly way, with a positive attitude to learning
- remove any outside jackets, scarves etc. Keep bags out of the way under your desk
- always work to the best of your ability
- if you are asked a question, don't call out your answer
- be polite and respectful
- your mobile phone and MP3 player must be switched off and out of sight
- if you need to leave your seat, ask your teacher for permission
- at the end of the lesson, pack away when your teacher asks you to and wait quietly until you are dismissed.



Conduct around School:

- move sensibly and quietly round the school at all times
- speak politely to others and treat others as you would want to be treated
- show others respect by holding doors and allowing them to pass
- respect the environment by putting litter in bins
- take care of displays, especially other people's work and ensure walls and furniture are free from graffiti
- out of school, always remember that the school's reputation depends on the way you behave.

Consequences System

Where students do not meet the high expectations of the school in lessons, we have developed a Consequences System to be followed by all staff and students.

	Action	Consequence
C1	Verbal warning	Name on the board as C1
C2	Verbal warning and may be moved within the room	Name on the board as C2
	<i>NB: In any one lesson if 3 x C2s have been issued, the teacher will no longer issue C1's</i>	Staff will warn the class that C2 will be issued for any disruption to learning at this point
C3	May be asked to leave the room for 5-10 minutes if applicable	Name on the board as C3 Automatic 50 minute detention the next evening
C4	On Call: student will be removed from the lesson by a member of staff	Isolation for the next 5 consecutive lessons plus a 50 minute detention
On Call Other	Sanctions as appropriate	
Refusal to follow staff instructions	Internal isolation or exclusion.	Internal isolation ends at 4:00 p.m. each day

Students placed in isolation will be required to hand in their mobile phones to the member of staff.

Detentions

The school will give 24 hours notice for an after-school detention by issuing a detention slip to the student. Detentions will take place every evening except on a Thursday.

The system is centralised and students will report to a designated area for their detention.

Additionally, in some circumstances a telephone call will be made to parents to enable a same day detention to be issued, especially in relation to students placed in isolation.

Once notice of a detention for C3, C4 or On Call has been issued, Student Services will contact parents as a matter of courtesy via the electronic system, so they can also address the issue with their child. This is for information only. Schools do not require parental permission for students to attend detentions. The school will not debate with parents or students why a C1 to C4 has been issued.

When parents and carers secure a place for their child at The Joseph Whitaker School, they agree to support the policies and procedures of the school. In line with national guidelines, they therefore cannot refuse to allow their child to attend a detention.

The dates and time of detentions will only be amended in very exceptional circumstances as determined by the Senior Leadership Team. This does not include where a parent has to change personal arrangements that may cause inconvenience.

Failure to attend a detention automatically results in further action as detailed below (Fig 1):

Figure 1

ACTION	CONSEQUENCE
Failure to complete homework	30-minute detention after school with the class teacher. A homework point will be visible on Insight and the student will be issued with a slip by the class teacher.
Failure to attend 50 minute after school detention	Automatic 2 hour detention
Extension of the School Day to 4:00 p.m.	The school day will be extended to 4:00 p.m. every day for students whose ATL is poor. This will be for a fixed period until ATL improves.

Students will be Isolated or excluded if they fail to attend or behave poorly in detention.

Apart from minor instances, parents and carers are informed of courses of action being taken and are always welcomed into the school for positive discussion. Parents are able to view, in real time, attendance, behaviour, homework and achievement points via Insight.

Staged Approach

For students whose behaviour continues to be a concern:

- they will be placed on report to the most appropriate member of staff
- pre-exclusion warning letter issued
- Fixed Term Exclusion issued
- Student Support Plan
- amended timetable for fixed period
- attendance at a Governors Disciplinary Panel
- Permanent Exclusion issued

It is our continuous wish that sanctions will bring about improvement in the conduct and standard of achievement of a student and therefore this is always seen as a positive action.

For students with SEND, reasonable adjustments will be made to reduce the risk of permanent exclusion. Should it be deemed necessary, the appropriate sanction will be applied following careful consideration of the students' SEND, individual circumstances and a proportionate response. This will be considered alongside the aim of our behaviour management systems which are to maintain order in the school and to ensure that every

child sees that sanctions are applied for misbehaviour and breaches of the behaviour expectations.

Support for students

Students do sometimes need support to manage their behaviour and attendance. The Joseph Whitaker School use the following preventative and supportive strategies:

- monitoring via SIMS system and reports
- identification of students at risk of exclusion and recognition on the SEN register. This informs intervention strategies
- Mentor interviews and counselling
- use of Mentors and Teaching Assistants providing support in lessons
- Head of House, Student Services Team or Form Tutor mentoring
- Student Support Plan (SSP) with behaviour targets
- use of external providers to support learning through alternative provision
- attendance monitoring interviews by Heads of House and the school Attendance Officer.

Support for staff

All staff work together and consistently to ensure the highest standards of behaviour across the school. Staff are supported by:

- the provision of a clear and consistent system of classroom management
- advice and guidance provided to all staff on managing and maintaining discipline
- the member of staff who is on the 'On Call' system
- Faculty Leaders and Line Managers
- Heads of House, Student Support Centre and the Student Services team
- professional development via the central teaching and learning programme
- appraisal
- Senior Leadership Team members.

Support for parents and carers

We encourage the development of positive links with parents and carers. There are times when they too need support in managing their child's behaviour. We provide this through, for example:

- early identification of issues
- informing parents and carers of behavioural issues at the earliest possible time
- providing information and guidance
- providing regular updates of progress through reports, letters and telephone calls to home
- inviting parents to come into school to discuss issues and progress
- inviting parents to parental meetings
- referral to appropriate external agencies.

Monitoring and evaluation

The policy will be reviewed on a three yearly basis. Criteria for evaluation will include:

- analysis of impact of the policy on the incidence of inappropriate behaviour
- effects of behaviour on the quality of learning
- perception of behaviour by staff, parents and students
- perception of members of the community and visitors.

Further School Powers (Reference 'Behaviour and Discipline in Schools' January 2016: DfE)

Students' conduct outside the school gates

Teachers have the power to discipline students for misbehaving outside of the school premises 'to such an extent as is reasonable'.

Subject to the Behaviour, Rewards and Sanctions Policy, teachers may discipline students for misbehaviour when the student is:

- taking part in any school organised or school related activity
- travelling to and from school when wearing the school uniform
- who are in some other form identifiable as a student at the school.

Misbehaviour at any time, whether or not the conditions above apply, which:

- could have repercussions for the orderly running of the school
- pose a threat to another student or member of the public
- could adversely affect the reputation of the school.

Confiscation of inappropriate items

The law allows two sets of legal provisions which enable school staff to confiscate items from students:

- 1) general power to discipline enables a member of staff to confiscate, retain or dispose of a student's property as a punishment, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully
- 2) power to search without consent for 'prohibited items'.

Searching

School staff can search a student for any item if the student agrees. The school will ensure that any search conducted will be carried out under the Government recommendations laid out below:

- the member of staff must be the same sex as the student being searched. There must be a witness (also a staff member) and, if at all possible, they should be the same sex as the student being searched

- there is limited exception to this rule. A member of staff can search a student of the opposite sex to them and without a witness present, but only where they reasonably believe there is a risk that serious harm will be caused to a person if they do not conduct the search immediately, and where it is not reasonably practicable to summon another member of staff.

Headteachers and staff authorised by them have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item. Prohibited items are:

- knives and weapons
- alcohol
- illegal drugs
- stolen items
- tobacco, cigarette papers and e-cigarette/vaping paraphernalia
- fireworks
- pornographic images
- any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property
- any item banned by the school rules which has been identified within these as an item which may be searched for.

The legislation sets out what must be done with prohibited items found as a result of a search.

Power to use reasonable force

Members of staff have the power to use reasonable force to prevent students committing an offence, injuring themselves or others, or damaging property and to maintain good order and discipline in the classroom.

Headteachers and authorised school staff may also use such force as is reasonable, given the circumstances, when conducting a search without consent, for knives or weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers including e-cigarette/vaping paraphernalia, fireworks, pornographic images or articles which have been, or could be, used to commit an offence or cause harm.

This document will be reviewed on a three yearly basis.

Adoption by the Governing Body:

Signature <i>D. See</i>	Date June 2017
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Headteacher

Signature <i>C. Samfather</i>	Date June 2017
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Chair of Governors

Date of next review: June 2020



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