



Achievement for all

Behaviour Policy

Date of first Review: July 2021
Date of Next Review: July 2022

Signed:
(Headteacher)

Date:

Signed:
(Chair of Governors)

Date:

Effective teaching and learning can only take place in a well-ordered environment. Promoting positive behaviour requires the commitment of all members of our school community, students, parents, governors and staff; it requires a consistency of practice across the school to ensure that students know the standard of behaviour that is expected of them. Our Behaviour Policy invites all members of the school community to actively participate in enabling all young people to strive to reach their full potential. The Policy assists Sherburn High School in offering all students an education of the highest quality as an essential preparation for life and to enable each student to develop their talents to the full, both as an individual, and as a member of the wider community. If all members of the school community are to develop and achieve their best then they must be free to learn and teach in an environment that is caring and respectful, open and welcoming, culturally affirming and equitable

Our Relentless Routines

To help us achieve our aims we have agreed a set of rules for around the school, these rules form part of our Behaviour Policy and students are expected to follow them always.

Our Relentless Routines are:

1. We enter classrooms and stand behind our chairs
2. We place our equipment, including our planners and pencil case on the desk
3. We leave classrooms by standing behind our chairs and waiting to be dismissed
4. We walk on the left hand side of corridors and don't congregate on corridors or stairwells
5. We don't wear coats when in lesson or walking around the school
6. When a member of staff begins to count down, using "3,2,1" we become silent and listen for instructions

Mobile phones are not permitted to be used in school, electronic devices should be turned off and kept in student bags and/or lockers. These should not be visible on the school premises (please see Mobile Phone Policy).

Responsibilities

Good behaviour does not happen by accident. It is the responsibility of those concerned with the school – parents/carers, staff, governors and students - to ensure good behaviour.

Students' responsibilities have an essential part to play in relation to this policy. Students are to show respect for and cooperate with all members of the school community, who work among them and have charge over them.

Staff responsibilities are to:

- Model leadership
- Seek to raise the self-esteem of all students and develop their full potential
- Work in close cooperation with parents/carers in matters of behaviour management and to encourage students to take responsibility for their own behaviour
- Recognise and celebrate students' achievements
- Create and maintain an ordered and calm atmosphere in which all members of the school community can feel comfortable and secure
- Promote and educate students about British Values and challenge any homophobic, racist behaviour

- Educate students about the PREVENT agenda and challenge any extremist comments or behaviour and report this using the School's procedure.

Students' Responsibilities are to:

- Abide by the Home School Agreement
- Work to the best of their ability and allow others to do the same
- Treat others with respect
- Obey the instructions of School staff
- Take care of property and the School environment
 - Cooperate with other students and adults
- Complete work, homework and any coursework to the best of their ability
- Wear uniform correctly at all times during the school day
- Arrive and depart correctly dressed
- Attend school and arrive on time
- Be respectful to staff and other students and use appropriate language
- Be tolerant of other cultures and beliefs
- Represent the school in a positive way and follow school expectations in the local and wider community, including on school buses and educational trips and visits

Parents and Carers have responsibilities as role models for our young people and they have an essential part to play in relation to the Behaviour policy. The policy cannot be seen in isolation from the parents' task as being primarily and principally responsible for their child's education. Under the policy, parents/carers are expected to co-operate with Sherburn High School and work with teachers and other members of staff to help their child develop to their full potential. Parents/carers' responsibilities are to:

- Treat staff with respect
- Pre-book all meetings with members of staff
- To fully support the school's sanction system and policies
- Share concerns about their child's education, welfare and behaviour with the school
- Attend Parents' Evenings and support school functions
- Inform the school of any absence on the first day of absence and every day thereafter (to provide medical evidence if their child's attendance falls below 96%)
- Ensure their child arrives at school on time, in full school uniform and with their correct equipment
- Ensure their child represents the school in a positive way and follows school expectations on their journey to and from school whether this is by foot or by bus

Rewards

Students should always be commended for good behaviour. We want to help students make the right choices. At Sherburn High School we believe that students learn by praise, reward and

celebration of achievement. The list below illustrates the various rewards that are given out in school.

- Verbal and non-verbal praise by staff
- Positive letters /calls/ emails/ postcards home from school to families
- Achievement points and events awarded by teachers for positive behaviours which are used in year group assemblies
- Public recognition of achievement: Head's Blog, press releases and on our Twitter pages
- Group achievement recognition: Form competitions and Inter-House trophies and other competitions.
- Super 6's - subject staff nominate students to receive a prize awarded by the Headteacher
- Lucky Dip Super 6 another chance for students Super 6 slips to be picked out of a lucky dip and to receive more recognition and in form time.
- Celebration Assemblies in Year Groups
- Celebration Assemblies in Houses
- Sherbie evenings- celebration of success
- Prom- students reaching the end of Year 11 whose effort has met our expectations will be invited to attend the school prom

Consequences:

Any student breaking our rules will be issued a corresponding consequence. Consequences are issued for poor behaviour. The school recognises its legal duties under the Equality Act 2010, in respect of safeguarding and in respect of students with special educational needs (SEND).

Students that repeatedly cause concern will be placed on report. We will continue to communicate regularly with parents/carers so they are able to support. Any poor behaviour whilst on report will result in an after school detention.

Students will be monitored and supported by one of the following : Form Tutor Report, Curriculum Leader report, Head of Year Report

C2 Consequences	C3 Consequences	C4 Consequences
Examples of behaviour		
A student demonstrates repeated low level disruption	A student has disrupted the learning of the class and repeatedly refused to follow staff instructions. As a result the student is removed from the room and will work in another room.	<p>A student has refused instruction or failed to work in a removal classroom.</p> <p>A student has been involved in a serious incident.</p> <p>A student has failed the school isolation room.</p>
Intervention		

<p>A student may be placed on a Form Tutor report to provide a focus and to monitor improvements.</p> <p>If improvements are not made students will be issued after school detentions.</p>	<p>A student may be placed on a Curriculum Leader report or a Head of Year report to monitor behaviour and improvements.</p> <p>If improvements are not made this will lead to further consequences such as isolation or an internal suspension</p>	<p>The student may then be issued one of the consequences below:</p> <ul style="list-style-type: none"> • isolation • internal suspension. • Referred to an alternative provision isolation unit • Suspension
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Back to Basics

The purpose of this intervention is to support students getting the basics right. These are:

Wearing the correct uniform

Bringing the correct equipment to school

Being on time to school and lessons

Staff will write in students' planner in the B2B section - the reason for B2B intervention and signature.

After 4 signatures an after school detention will be issued with the HOY

After 5 signatures an isolation session is issued

Form tutors will support students by checking planners, equipment and uniform each day in P1 time.

Trips and Visits

Students that accrue 5 or more C3 sanctions at any time prior to the trip departing, will be removed from trips. Good behaviour is extremely important when taking students out of school for health and safety reasons.

Students with suspensions are not invited to the Prom.

Uniform

It is expected that students adhere to the school uniform policy that can be found in student planners or on the school website <https://www.sherburnhigh.co.uk/about-us> Students that do not meet these expectations will be required to loan school uniforms. Refusal to follow school uniform expectations will lead to further intervention.

Students should not leave the site without permission – It is our duty of care to keep students safe during school hours. Students in Years 7-11 are not permitted to leave the school site from

8.30am -3pm. If students need to go off site for any reason they must gain permission from their Head of Year or Senior Leadership Team and sign out at reception.

If a child is unwell they must report to our First Aid and/or Head of Year and a member of staff will contact the parent/carer. If a student leaves site without permission the following procedure will be followed:

- Search for student on site
- Parents/carers will be contacted (if we cannot get in touch with parents/carers the next contact on our school records will be contacted. At this point it really is important that the contact details we hold are correct)
- If we are unable to speak with parents/carers or the contacts provided on our school records, we will call the Police and log that child as missing. This may mean the Police may contact parents/carers at a later date
- A sanction may be issued if this is repeat behaviour by the child

Behaviour referrals (where students are booked into isolation in advance) include:

- Failure to follow instructions/ school policy
- Persistent disruption to learning
- Persistent failure to attend after school detentions
- Leaving school site without permission

Behaviours where students are placed immediately into isolation

- Physical interaction with a member of staff or student
- Swearing/offensive language directly at a member of staff
- Substance on site
- Student with offensive weapon
- Repeated failure to follow instructions

Whilst further investigations take place and further actions decided such as :

Further investigations would take place which could lead to:

- Additional isolation day(s)
- An internal suspension
- A short time at another isolation unit
- Suspension

Parents/carers will be contacted so that the outcome can be discussed and an invite into school to attend a meeting to discuss further may be arranged.

Isolation Room

The isolation room is a spacious work area with access to computers so that Google classroom can be accessed. Staff will support students using this space to access their learning.

This space is planned and parents will usually be notified in advance if their child is working in this space. If however an incident occurs in school where a student needs to be immediately isolated due to their actions or poses a safety risk then parents will be notified the day this occurs.

Students will not be permitted to partake of break or lunchtime with their peers. Students who are unable to successfully complete this intervention may be referred to Tadcaster isolation unit for a fixed period or alternatively issued with a suspension.

Additional Provision:

This may include Provision within the STAR Multi-Academy Trust This provision, within the MAT, is at a separate site such as Tadcaster Grammar School. Referrals are made for students with challenging behaviours which have resulted in a serious violation of our expectations of students to be safe, respectful or responsible. It may also include students that have not successfully completed Sherburn's isolation or internal suspension sanctions. This provision offers students to work in a different environment with the aim of returning to mainstream provision at Sherburn High School. This provision may be used as an alternative to a fixed term suspension or as 6th day provision. Parents/Carers will be notified if their child is referred to this provision. Parents/Carers will need to arrange transport to and from this facility, alternatively there is access to a Minibus. Parents/Carers will also need to ensure their child is in full school uniform and has a packed lunch.

Pupil Referral Unit

This provision is accessed due to a student's behaviour being at risk of suspension and permanent exclusion. This facility is located off site and transport arrangements would be discussed. How long this provision is accessed is dependent on individual students. Department for Education: Exclusion from maintained schools, academies and pupil referral units (PRUs) in England. Schools have the power to send a student to another education provider at a different location to improve their behaviour without parents having to agree. A school can also transfer a student to another school- a process called a "managed move"- if they have the agreement of everyone involved, including the parents and the admission authority of the new school.

Fixed Term Suspension

This policy is based on statutory guidance from the Department for Education: Suspension from maintained schools, academies and pupil referral units (PRUs) in England. Any behaviour that is deemed, in the judgement of the Headteacher, to undermine the authority of a member of staff or adversely affect the health and safety of a member of the community, may result in fixed term suspension. A permanent exclusion will be taken as a last resort. This would normally be for 1 to 5 days but in very exceptional circumstances could be up to 45 days in any one school year. Parents/carers will be expected to bring the student back to school to be formally readmitted. Students cannot be readmitted to school without a parent/carer. A period in the Internal suspension room may follow a fixed term suspension. (Please refer to the school's Suspension (previously Exclusion) Policy for more detail)

The Sherburn High School Behaviour Policy takes note of the guidance provided in the DFE Guide

"Behaviour and Discipline in Schools" particularly the following ten key aspects of school practice:

1. A consistent approach to behaviour management
2. Strong school leadership
3. Classroom management
4. Rewards and sanctions
5. Behaviour strategies and the teaching of good behaviour
6. Staff development and support
7. Student support systems
8. Liaison with parents and other agencies
9. Managing student transition
10. Organisation and facilities

Also, that disciplinary action will be taken against students who are found to have made malicious accusations against school staff.

Discipline in schools – teachers' powers Key Points

- Teachers have statutory authority to discipline students whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction (Section 91 of the Education and Inspections Act 2006)
- The power also applies to all paid staff (unless the Headteacher says otherwise) with responsibility for students, such as teaching assistants
- Teachers can discipline students at any time the student is in school or elsewhere under the charge of a teacher, including on school visits
- Teachers can also discipline students for misbehaviour outside school
- Teachers have a specific legal power to impose detention outside school hours
 - Teachers can confiscate students' property. Subject to the School's Behaviour Policy, the teacher may discipline a student for any misbehaviour when the child is:
 - Taking part in any school-organised or school-related activity or
 - Travelling to or from school or • wearing school uniform or
 - In some other way identifiable as a student at the school or
 - Misbehaviour at any time, whether or not the conditions above apply, that could have repercussions for the orderly running of the school or
 - Poses a threat to another student or member of the public or
 - Could adversely affect the reputation of the school
- Travelling to or from school on foot or by school bus/public transport Parental consent is not required for detentions. Screening, Searching and Confiscation Please refer to the DfE guidance 'Screening, Searching and Confiscation- DfE (2012). Advice for head teachers, staff and governing bodies'. In addition to the practice identified in the DfE guidance, Sherburn High School also bans the following items and as a result are able to search students for them:
 - Any item brought into School with the intention of the item being sold or passed on to other students which, in the Head Teacher's opinion will cause disruption to the school or be detrimental to school practice.

Confiscation

- School staff can seize any prohibited item found as a result of a search. They can also seize any item, however found, which they consider harmful or detrimental to school discipline.
- Staff should hand the confiscated item to the relevant member of support staff (Heads of Year, reception etc.) as soon as possible and complete the necessary information to identify the item, the date it was confiscated, the name of the student and the member of staff's name. Staff must not give the confiscated item to another student to hand in and must not leave the item in an unsecure area at any time.
- Any item which staff consider to be dangerous or criminal i.e. drugs must be brought to the attention of a senior member of staff immediately.
- Items confiscated by school can be collected by parents/carers except where school has chosen to dispose of the confiscated items, e.g. cigarettes, alcohol, lighters.

- The School's general power to discipline, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a student's property as a disciplinary penalty, where reasonable to do so.
- The Headteacher will use their discretion to confiscate, retain and/or destroy any item found as a result.
- Electronic equipment, jewellery and other expensive items will be confiscated and held by the School for a period of one year. If, at the end of the year, the item has not been reclaimed then the School reserves the right to destroy the item.
- Where alcohol has been confiscated, the School will retain or dispose of it. This means that schools can dispose of alcohol as they think appropriate (or return it to a parent/carer but this should not include returning it to the student).
- Where School finds controlled drugs, these must be delivered to the police as soon as possible but may be disposed of if the Headteacher thinks there is a good reason to do so.
- Where the School finds other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline. This would include, for example, so-called 'legal highs'. Where staff suspect a substance may be controlled they should treat them as controlled drugs as outlined above.
- Where they find stolen items, these must be delivered to the police as soon as reasonably practicable – but may be returned to the owner (or may be retained or disposed of if returning them to their owner is not practicable) if the Headteacher thinks that there is a good reason to do so.
- Where a member of staff finds tobacco or cigarette papers they may retain or dispose of them. As with alcohol, this means that the School can dispose of tobacco or cigarette papers as they think appropriate but this should not include returning them to the student.
- Fireworks found as a result of a search may be retained or disposed of but should not be returned to the student.
- If a member of staff finds a pornographic image, they may dispose of the image unless its possession constitutes a specified offence (i.e. it is extreme or child pornography) in which case it must be delivered to the police as soon as reasonably practicable. Images found on a mobile phone or other electronic device can be deleted unless it is necessary to pass them to the police or to retain the image whilst the School carries out its own investigation.
- Where an article that has been (or could be) used to commit an offence or to cause personal injury or damage to property is found it may be delivered to the police or returned to the owner. It may also be retained or disposed of.
- Where a member of staff finds an item which is banned under the School rules they should take into account all relevant circumstances and use their professional judgement to decide whether to return it to its owner, retain it or dispose of it.
- Any weapons or items which are evidence of a serious offence must be passed to the police as soon as possible or retained whilst the School carries out its own investigation. Use of reasonable force Please refer to the DfE guidance 'Use of reasonable force. Advice for headteachers, staff and governing bodies'. All members of School staff have a legal power to use reasonable force. This power applies to any member of staff at the School. It can also apply to people whom the Headteacher has temporarily put in charge of students such as unpaid volunteers, cover staff or parents/carers accompanying students on a School organised visit.

The following policies form part of the behaviour policy but are policies in their own right and should be read with the behaviour policy:

- Attendance

- Anti-Bullying
- Peer on Peer abuse
- Suspension
- Substance use and misuse
- STAR MAT safeguarding
- E Safety

APPENDIX A

Home/School Agreement

During the time students are with us at Sherburn High we believe that it is very important that a spirit of trust and cooperation is built up between teachers, parents/carers and young people. This agreement sets out some of the specific ways in which we can all play our part to achieve this positive atmosphere expressing the willingness of all concerned to work together for the benefit of all young people in the school.

The school will

- provide a caring, supportive environment in which each individual is valued
- provide a full and balanced curriculum which, as far as is possible, educates each student to the best of his/her ability
- provide records and information about each child's educational progress as well as the child's development in other areas of school life
- arrange regular meetings with each child's teachers and be available at other times when concerns or questions arise, keeping parents informed about problem areas
- refer vulnerable students to external agencies with parental/student consent. Agencies can offer advice and information to young people without the consent of a parent/carer but will always aim to involve parents/carers where possible.

Parents/carers will

- ensure that their child attends school regularly and punctually, avoiding holidays during term time and providing school with a note to cover any absence (above 95% attendance required if not medical evidence will need to be provided)
- support and work with the school and encourage a positive attitude to education
- support the discipline procedures of the school
- support the school ethos of homework, discussing it with their child when signing the student planner each week
- ensure that their child meets school requirements regarding uniform and general appearance and has appropriate equipment for each day
- let the school know of any concerns about their child's education, attend meetings at school to discuss progress and to learn about the work of the school. Inform school of any factors which may affect their child's performance in school
 - ensure that their child attends any after school detentions that are issued and can get home safely
- support School Policies, e.g. Behaviour Policy
- be respectful to staff
- always have pre-booked meetings if parents want to meet with a member of staff.

Signed Parent/Carer

Signed Student

Date