

The AIn Community Schools Federation

Applicable to The Duchess's Community High School

Policy – Behaviour Policy

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At the Duchess's Community High School we understand that good behaviours underpin all successful learning. We are committed to developing positive relationships and to provide an atmosphere of mutual respect.

The key principles

The Behaviour Policy must develop and encourage in students:

- A belief that they can make a difference to the wider community.
- Respect for themselves including: pride in their appearance, behaviour, achievement and instil high expectations.
- Respect for others and an understanding of how their actions affect others' feelings.
- Respect for individuality and the rights of others to their own opinions, cultures and beliefs.
- Respect for their environment including the school and other people's property.

Key roles and responsibilities

The governing body has overall responsibility for the implementation of this Behaviour Policy and the procedure.

The governing body and the headteacher 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 the Complaints Policy.

Staff, including teachers, support staff and volunteers, will be responsible for following the policy and for ensuring students 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.

Parents and carers will be expected to sign and abide by the terms of the 'Home School Agreement'

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

Definitions

The Duchess's Community High 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.
- Vexatious behaviour – deliberately acting in a manner so as to cause annoyance or irritation.
- 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.
- Sending / distributing inappropriate images ('sexting')
- Possession of legal or illegal drugs, alcohol or tobacco.
- Arriving at school under the influence of drugs or alcohol.
- Possession of banned items.
- Truancy.
- Smoking.
- Refusing to comply with disciplinary sanctions.
- Theft.
- Swearing.
- Fighting.~ Physical abuse to/attack on Staff, Students or others
- Any other illegal behaviour.
- Damage to property including arson

The Duchess's Community High School defines "**low level unacceptable behaviour**" as: behaviour which may disrupt the education of the perpetrator and/or other students, including, but not limited to:

- Lateness
- Low level disruption and talking unnecessarily in class
- Failure to complete classwork
- Showing a lack of respect for each other and staff
- Lack of correct equipment
- Refusing to complete homework, incomplete homework, or arriving at school without homework
- Disruption on public transport
- Use of mobile devices without permission
- "Unacceptable behaviour" may be escalated as "serious unacceptable behaviour" depending on the behaviour breach.

Staff Development and Support

At the Duchess's Community High School we recognise that all staff should be equipped with the skills necessary to understand and manage student behaviour effectively. Training and coaching are both vital elements of a high quality CPD programme.

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

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

Student expectations, rules and routines

Students will be expected to follow the schools 'Three Ways Forward' and regulations. These will be re-enforced through assemblies, tutoring, Life Studies (PSHE) and day to day learning which require students to:

- Conduct themselves around the school premises in a safe, sensible and respectful manner.
- Arrive to lessons on time and fully prepared.
- Follow reasonable instructions given by the teacher.
- Behave in a reasonable and polite manner towards all other students and staff.
- Show respect for the opinions and beliefs of others.
- Complete classwork as requested.
- Hand in homework at the time requested.
- Report unacceptable behaviour.
- Show respect for the school environment and wider community.

Rewarding good behaviour

The Duchess's Community High School acknowledges the importance of praise and reward. We seek to promote and reinforce our expectation of students at any given and relevant opportunity. We recognise that our students thrive on praise, success and recognition.

We must ensure that students of all ability levels and in all year groups across the school can benefit from our rewards processes and that there is consistent application of policy across departments, year groups and from teacher to teacher.

Methods of Rewarding Students -

A variety of methods of rewards exist at The Duchess's Community High School and these include:

- Verbal praise
- Postcard home
- Letter home
- Positive phone call home
- Celebrating Success Award
- Public display of high quality work
- Acknowledgement through assembly
- Certificate / Awards at Presentation Evening and Prize Day

Unacceptable behaviour

Unacceptable behaviour will not be tolerated at The Duchess's Community High School.

Breaking any of the school rules and expectations will lead to sanctions and disciplinary action.

Sanctions

Where students display aggressive and/or threatening behaviour, or illegal activity discovered, The Duchess's Community High School will not hesitate to contact the police.

Any student, staff member or visitor displaying aggressive and/or threatening behaviour will be removed from the premises.

Teachers and support staff will impose sanctions using the following procedures:

- Developing Positive Attitudes to Learning
- The Positive Behaviour Management flowchart
- Pastoral Support Programme
- Route to IEU

In the classroom, the teacher will tell the student they are showing a poor attitude to learning and they will be asked to step outside the classroom if this continues.

If the student does not stop, the teacher will ask the student to stand outside the classroom.

If the student continues with a poor attitude to learning, the teacher will send them to the Department Emergency Room.

Other sanctions may also be operated.

If a student is sent to the emergency room the department will contact the student's parent/carer/guardian to advise them of the behaviour and sanction for department detention. Following a sanction, further misbehaviour events will be considered cumulatively and may lead to a "serious unacceptable behaviour" sanction in the Internal Exclusion Unit or External Exclusion following Local Authority (Northumberland County Council) guidelines.

At **The Duchess's Community High School** we do not take serious unacceptable behaviour breaches lightly. We will not hesitate to act in the best interest of the students within the school.

Following an allegation of serious unacceptable behaviour, the student will be placed in isolation whilst an investigation takes place.

If, following an investigation, the allegation is found to be true; a member of the senior leadership team or Director of Learning will make contact with parents /carer / guardian or and outside agencies depending on the behaviour to inform them of the sanction.

Smoking and Drug policy

(Refer to DCHS Drug and Alcohol Policy)

In accordance with Part 1 of the Health Act 2006, the Duchess's Community High 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 and should avoid smoking in front of students and/or encouraging students to smoke.

Students 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 do not smoke outside the school gates.

Students and staff are required to follow the school's Drug and Alcohol Policy.

Items banned from school premises

- Fire lighting equipment:
e.g. Matches, lighters, etc.
- Drugs and smoking equipment:
e.g. 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 and weapons (any item that a member of staff suspects may be used to commit an offence)
 - Razors
 - Catapults
 - Guns (including replicas and BB guns)
 - Laser pens
 - Knuckle dusters and studded arm bands
 - Whips or similar items
 - Pepper sprays and gas canisters
 - Fireworks
 - Dangerous chemicals
- Other items:
 - Caffeinated energy drinks
 - Offensive materials (i.e. pornographic, homophobic, racist etc.)
 - Stolen items

Searching and Confiscation

(Refer to DCHS Policy Searching and Confiscation & Policy on Use of Reasonable Force) Based on DfE guidelines – February 2014

- In relation to search – there must be **reasonable grounds** for suspecting that a student may have in his or her possession a prohibited item. Without this we **do not** have an authority to search.
- Members of the Leadership Team and Directors of Learning have the statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited / banned item.
- Staff can seize any prohibited item found as a result of a search. In any search a student has the right to a reasonable level of privacy.
- Although we have the right to search without consent, only in extreme cases would we decide to do so (in order to protect the safety of a student or other person). Our preference would be to seek authorisation from a parent and/or if the concern was great, to contact the police.
- If a student does refuse to consent to search and a contact with parents or police is deemed inappropriate we can apply school sanctions for refusal to cooperate. We may also write to contact parents to share our concern.

When searching:

- The person conducting the search must be the same sex as the student.
- There must be a second person present – again, the same sex as the student.
- You can carry out a search of a student of the opposite sex to you and without a witness present, **but only where you have reasonable believe that there is a risk that serious harm will be caused to a person** if you do not conduct the search immediately and where it is not reasonably practicable to summon another member of staff.

During the search:

- We may not require students to remove anything other than outer clothing – clothing that is not worn next to the skin or immediately over a garment that is being worn as underwear.
- Possessions – such as bag, may be searched but only according to the guidelines above. They must be searched in the presence of the student.

Location of search:

- Searches without consent can only be carried out on the school premises or, if elsewhere, where the member of staff has lawful control or charge of the student, for example on school trips.

After the search:

- We can seize any item that is prohibited. School would dispose of alcohol and non-illegal substances.
- Controlled drugs, stolen items, pornographic imagery that constitutes a specified offence (e.g. child pornography), knives and other weapons must be passed to the police. Parents may (no legal duty) be informed of the detail of the search in writing.

Confiscation:

- Staff may confiscate any item that has a disruptive effect on others and that violates a school rule. Mobile phones and MP3 players are prime examples. Students refusing to pass over the item should be logged in SIMS (School Information Management System) as a “red card” and an appropriate sanction will be applied. This will be an internal or external exclusion of one day in the first instance.

Outside school and the wider community

The Duchess's Community High School has developed a good reputation over the years.

Students must agree to represent the school in a positive manner.

The guidance applies both inside school and out in the wider community, particularly if dressed in school uniform. Students who are caught or known to have been misbehaving on the way to or from school, or near the school premises, will be disciplined by the school. This also applies to students who break school conduct during work experience, school trips, or extended school activities such as sports events or any event where poor behaviour might jeopardise the chances of future student participation.

Complaints from members of the public about misbehaviour, by our students are taken very seriously and will be investigated.

Documents available on request:

Developing Positive Attitudes to Learning at The Duchess's Community High School
Three Ways Forward
Positive Behaviour Management Structures
Pastoral Support Programme
HEART
The Ladder of Consequence
IEU protocols

Reference to other policies:

DCHS Policy Searching and Confiscation
Policy on Use of Reasonable Force Based on DfE guidelines – February 2014
Drug & Alcohol Policy
Anti-Bullying Policy
E-Safety Policy

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