

# GOWERTON SCHOOL



# BEHAVIOUR POLICY

 <p>RIGHTS RESPECTING SCHOOLS</p> <hr/> <p>unicef  UNITED KINGDOM</p> <p>LEVEL 1</p>	<p><b>Article 19</b> You have the right to be protected from being hurt and mistreated, in body or mind.</p>
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# Behaviour, Discipline and Learning

## Policy and Practice

### Overview

The main aim of this policy is to ensure that every member of the school community feels safe whilst on the school site. If pupils feel safe in school then they are more conducive to learning.

The school also has a responsibility to promote the values which are at the core of a decent society (e.g. honesty and truthfulness), but it is recognised that parents have a greater role and responsibility in this area. It is important that the school works in partnership with parents to promote shared values.

Our approach is to encourage good discipline by having clearly explained high expectations, and by praising good work, good behaviour and effort. Our aim is to reinforce positive aspects of pupils' and students' attitudes to their education and their lives. There are many situations in which this positive approach should be employed, but the most important is the role of the classroom teacher – in teaching style, through positive responses in lessons and in marking, and through positive reinforcement in public areas around the school. It is also important to respond in a firm, measured way whenever behaviour is inappropriate.

Gowerton School is a Rights Respecting School - Gold Award. This policy is designed so that we adhere to and uphold the core principles of the charter, with particular focus on:

Article 3 (Best interests of the child)

Article 19 (Protection from all forms of violence)

Article 28 (Right to education)

Article 29 (Goals of education)

This document is divided into 8 further sections, as follows:

- Section 1 School Expectations and Rationale
- Section 2 Home School Contract
- Section 3 School Rules and Requirements
- Section 4 Stages of Behaviour - Dealing with negative attitudes to learning
- Section 5 Mobile Phone Policy
- Section 6 Rewards and Sanctions
- Section 7 Internet use
- Section 8 Adoption by governing body



## Section 1

### School Expectations

#### Gowerton pupils are expected to:

1. Attend school regularly and always on time.
2.
  - a) Obey school rules and instructions given by teachers and others in a position of authority or care.
  - b) Bring all necessary books, homework, equipment and kit in a suitable bag.
  - c) Complete and hand in homework and coursework on time.
  - d) Behave in a way which promotes learning and does not disrupt others.
3.
  - a) Act with courtesy and consideration at all times.
  - b) Try to understand other people's point of view.
  - c) Respect the rights and property of others.
  - d) Speak and behave politely to everyone.
4. Move sensibly and safely around the school
5. Keep the school clean and tidy.
6. Stay on school premises and away from out of bounds areas.
7. Wear the correct school uniform.
8. Never use a mobile telephone or other personal communication, photographic or recording device at school, unless authorised to do so by a supervising teacher.
9. Never bring, display or distribute any offensive image, recording or written material in school, electronically or otherwise.
10. Never smoke/vape or be in the company of smokers in school or on the way to/from school.
11. Never bring to school:
  - a) Smoking materials (including vaping paraphernalia)
  - b) Alcohol
  - c) Any substance intended for abuse
  - d) Any illegal or undesirable item or substance (including anything which could be seen as an offensive weapon)
12. Never be involved in illegal activities.

## Rationale

It is vital that all students see that there are a wide range of rewards for working and behaving well, and for being positive members of the school community. It should be noted that research has consistently shown that the rewards that students value beyond all others are genuine teacher praise and recognition.

ClassCharts will be the primary vehicle for recording pupil achievements and displays of negative attitudes to learning. The entering of this data on ClassCharts does not in itself resolve the issue but it does communicate issues and ensure that there is a graduated approach to modifying challenging behaviour.

In dealing with poor attitudes to learning, the class/form teacher will only refer on if they feel that they can take no further steps to improve the situation and have used both positive and consequential strategies in the process.

Department leaders are to monitor achievement and attitudes to learning (ATL) across the department.

Heads of Year (HOY) will monitor achievement and ATL across the curriculum.

Key Stage Coordinators will access internal and external provision in liaison with the Deputy Headteacher.

## Aims of policy

It is important to remember that many of our students go through school life avoiding any sanctions. Students respond to positive acknowledgement and this achievement system:

- Is inclusive, credible and motivational
- Recognises and rewards genuine effort and attainment
- Promotes positive behaviour across all aspects of the school.

It is essential that every member of staff records both behavioural issues and achievements for **ALL** students. There can be **no** positive impact with students if achievements are not recorded as readily as behavioural issues.

Achievements will be recorded on ClassCharts. This must be done daily by ALL staff if it is to be inclusive and fair.

## Section 2 : HOME/SCHOOL CONTRACT BETWEEN PUPILS, SCHOOL AND PARENTS

PUPIL NAME: ..... FORM: .....



### Pupil's promises

#### I will:

- Arrive at school on time every day and attend all my lessons;
- Do all my schoolwork and homework to the best of my ability;
- Wear the right uniform and bring the right books and equipment every day;
- Follow the school rules and do as I am told by teachers and school staff;
- Behave with courtesy and respect to school staff, to other pupils and to other people;
- Treat school property and other people's property, including the school's neighbours' property, with respect;
- Ask for help if I need it.

#### I will not:

- Leave school during the school day without permission from school and from my parents or guardians;
- Use threatening or abusive words or behaviour;
- Bring knives, blades or other sharp instruments to school;
- Use any item as an offensive weapon or instrument;
- Use a mobile telephone or other personal communication, photographic or recording equipment at school;
- Bring any offensive image, recording or written material to school, electronically or otherwise;
- Display or distribute any offensive image, recording or written material at school, electronically or otherwise;
- Bring alcohol, tobacco, or narcotic substances or paraphernalia to school or use them at school;
- Do anything to damage anything that belongs the school or to other people;
- Behave in or out of school in any way which threatens the maintenance of good behaviour and discipline among the pupil body.

*I have read and understood these promises and I agree to keep them.* Signed: ..... Date:..... (Pupil)

### School's promises

#### Gowerton School will:

- Provide you with teaching and support to enable you to achieve your potential;
- Encourage you to have a high standard of work and behaviour;
- Give you a safe, happy and caring school environment;
- Make sure that you know who to go to for help if you have difficulties at school;
- Keep you and your parents or guardians informed about your progress;
- Support you through any difficulties you may have in your school life;
- Welcome and encourage you and your parents or guardians to be involved in school life.
- Discipline pupils who break the school rules (see 'notes' below).

*Gowerton School will keep these promises.*

Signed: *K. Lawlor* Date:.....(Headteacher)

### Parent's promises

- I will make sure that my child attends school on time each day;
- I will make sure that my child has the right books and equipment with him/her each day;
- I will tell the school about any difficulties which my child may have in his or her school life;
- I will reply promptly to messages from the school about my child's conduct or progress;
- I will not communicate with my child on his or her mobile telephone during the school day;
- I will telephone the school if I need to contact my child urgently;
- I will make sure that my child remembers the promises in this contract;
- I will support and encourage my child to keep his/her promises in this contract;
- I will not allow my child to truant from school.

*I have read and understood these promises and I agree to keep them* Signed: ..... Date:..... (Parent/guardian)

### Section 3: School Rules & Requirements – information for parents and pupils

Gowerton School is an ordered and caring community. It seeks to provide an environment in which all pupils feel safe and can work and develop to the best of their ability. All pupils are expected to behave with consideration for the needs and rights of others at all times; this is clearly set out in the Behaviour Code which is issued to all pupils.

Breaches of the Behaviour Code are punished. Punishments may include extra work, and detention. There is a formal official school detention held at the end of the school day.

In all matters of discipline, the school seeks to work in partnership with parents. Parents are encouraged to telephone the school to make an appointment to discuss any matter which is causing concern. **It is unlikely that anyone who arrives at the school without an appointment will be able to be seen.**

#### ***Regulations & Requirements***

The following are the school rules in a little more detail than they are presented to pupils in the Behaviour Code. It is expected that parents and pupils will recognise the necessity for them and be supportive of the school in maintaining them.

1. (a) **Pupils should attend school regularly.** Any pupil absent should bring a note explaining the absence immediately on returning to school. In addition, parents should notify the school (by telephone) of the reason for absence as soon as possible, and preferably on the first day of absence.

(b) A note should be brought **prior** to known absence (e.g. medical/dental work).

(c) **Holidays** A pupil's education can be significantly damaged by the taking of holidays during term-time. We actively **discourage** the taking of holidays during term-time, and do not set work in such circumstances. Exceptionally, parents should apply in writing to the Headteacher for permission for a holiday to be taken during term-time.

(d) **Lateness** Pupils should be at 1<sup>st</sup> lesson by 8.25 am for registration at 8.30 am.

#### **Late Arrival**

Pupils arriving late in school should do straight to their timetabled lesson

Their class teacher will register the pupil as 'late'.

If the pupil is going to be **very** late, a parental note or phone call into school indicating knowledge of lateness and the reason, is required.

2. **In class, pupils should make it as easy as possible for everyone to learn and for the teacher to teach.** This means:
  - (a) Behaving sensibly in lessons and following the teacher's instructions immediately and without question.
  - (b) Arriving punctually to lessons with all things necessary for that lesson, including specialist equipment or kit and **completed homework** and/or coursework.
  - (c) Beginning and ending lessons in an orderly and courteous manner.**Any behaviour which disrupts teaching or impedes the learning of others strikes at the very core of the school's function, and will be treated very seriously.**
3. **Pupils should always:**
  - (a) **Act with courtesy and consideration at all times.**

- (b) **Try to understand other people's point of view.**
  - (c) **Respect the rights and property of others.**
  - (d) **Speak and behave politely to everyone.**
4. **Pupils should move sensibly and safely around the school.** There should be no running, barging or shouting in corridors. In crowded areas and corridors pupils should keep to the left.
  5. **The school should be kept clean and tidy so that it is a pleasant and welcoming place all can be proud of.** All litter should be put in bins. Graffiti must not be written on walls or furniture.
  6. **It is important for everyone to be in the right place at the right time.**
    - (a) Certain areas are out of bounds – pupils should not go to them.
    - (b) **During the school day and at lunch break** pupils must not leave school premises without specific permission from their Head of Year. KS5 pupils may leave school premises at lunchtime provided that they behave in a responsible manner which reflects well on them as individuals and on the school. In the event of any problems this privilege will be withdrawn immediately and parents informed of the reason.
  7. **Correct school uniform is to be worn in school and on the way to and from school** (Uniform detail attached).
  8. **Cigarettes, e-cigarettes, matches, vape devices and lighters must not be brought to school.** There must be no smoking in school or on the way to and from school.
  9. **Pupils should not bring to school**
    - (a) **any valuable property** as the school cannot accept responsibility for its safety.
    - (b) **alcohol**
    - (c) **any substance intended for abuse**
    - (d) **any illegal or undesirable item or substance** (including **anything** which could be seen as an offensive weapon).**Safekeeping (Games/PE etc)** – Parents are strongly urged not to allow pupils to bring valuable items or large sums of money to school. The school cannot accept responsibility for these. The Games/PE changing rooms will be locked, but staff have been advised not to accept items for safekeeping as there has been abuse of this system. If keeping such items or large sums of money is unavoidable, these should be checked into the school office. Where large sums of money are required for trips etc. crossed cheques should be sent in.
  10. **Pupils must never be involved in illegal activities** of any kind, in or out of school.

***THE SCHOOL REGARDS OBSERVANCE OF THESE RULES AS VERY IMPORTANT, BOTH IN SCHOOL AND ON THE JOURNEY TO AND FROM SCHOOL, INCLUDING ON BUSES. FAILURE TO KEEP TO THE RULES WILL RESULT IN DISCIPLINARY ACTION.***

## **Section 4: Gowerton School Stages of Behaviour**

### ***Dealing with negative attitudes to learning***

*ClassCharts must be used to log final stage, with comments.  
(including detail of what the member of staff has done to resolve)*

#### **STAGE 1**

**VERBAL WARNING**

#### **STAGE 2**

**CHANGE WORKING AREA**

#### **STAGE 3**

**5 MINUTE REFLECTION (MAXIMUM) THIS IS A COOLING OFF PERIOD AND A CHANCE TO REFLECT  
(HOY NOTIFIED VIA CLASSCHARTS)**

#### **STAGE 4**

**STAGE 4 - REFERRAL TO BEHAVIOUR SUPPORT/HOD RECORDED ON CLASSCHARTS BY HOD (HOY NOTIFIED)**

#### **STAGE 5**

**HOD TO CONTACT SLT  
via Main Office**

## **Section 5: Mobile Phone and Headphone Policy:**

**Mobile Phones and Headphones are banned between 08.30am and 03.00pm during the school day.**

The Supervising Teacher may provide permission for the use of a mobile phone if used as an educational resource within a lesson.

When a mobile phone is confiscated it will be stored in Gofal. The member of staff confiscating mobile phone should ensure it is logged onto ClassCharts.

- In the first instance the pupil can collect from the Gofal at the end of the school day.
- In the second instance a parent/guardian or nominated adult will be required to collect the mobile phone.
- Persistent offences may result in an individual being requested to not bring a mobile device to school.

## **Section 6: Rewards and Sanctions**

Pupils have a right to an education which is not disrupted or diminished by the actions of others. Good behaviour allows pupils to learn. Poor behaviour undermines the whole process of learning. This policy is designed to reward and promote good behaviour and to discourage poor behaviour.

### ***Section 6a – Positive Reward Scheme***

#### **Department and Pastoral Rewards**

##### **Positive Reward Scheme**

These are awarded to pupils for:

- “Outstanding Achievement” (or)
- “Consistent good behaviour/work/attitude” (or)
- “Considerable improvement in behaviour/work/attitude

They are recorded by the awarding member of staff directly on to ClassCharts. Reward points are collated and various rewards are issued each term.

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### ***Section 6b – Sanctions***

From time to time, pupils may not behave appropriately. It is then necessary to respond fairly and to be consistent. It is also necessary to be able to respond flexibly to individual circumstances. Automatic or mechanistic punishments are usually counter-productive. Sanctions can be broadly divided into punishments (e.g. detention) and other actions used in response to behaviour problems (e.g. involving outside agencies). The type of sanction employed will depend upon individual circumstances.

#### **Classroom Behaviour**

Classroom behaviour is managed in accordance with the “stages of behaviour” as outlined in Section 4.

If there is a **serious** incident, in which the classroom teacher feels that it is essential to remove the pupil from the classroom, in order to avoid further disruption or confrontation, then the staff member can call for a member of the SLT to assist.



## Section 8



**POLICY NAME:** *Behaviour Policy*

**REVIEWED BY:** *Ethos & Wellbeing Subcommittee*

**DATE REVIEWED:** *6<sup>th</sup> July 2022*

**DATE TO FGB:** *18<sup>th</sup> July 2022*

*Morrison W. Frew.*

**PRINT NAME:** *Morrison Frew, Chair of Governors*

**DATE NEXT DUE TO BE REVIEWED:** *Summer 2025*