



Behaviour for Learning Policy

(Containing the Disciplinary Policy)

Introduction

This policy replaces any previous policy and follows DfE regulations. All members of staff are affected by and expected to adhere to this policy.

In line with the College's Equal Opportunities and Special Educational Needs policies, we aim to give all students equal opportunities to take part in all aspects of college life, as far as is appropriate, practicable and compatible with giving regard to health and safety and the efficient education of other students.

This policy takes account of our aim for children to have the support they need under Every Child Matters:

- to be healthy
- to stay safe
- to enjoy and achieve
- to make a positive contribution
- to achieve economic well-being

The policy follows the five principles of the Children's Plan:

- to support parents and families
- to allow children to reach their full potential
- to enable children to enjoy their childhood whilst preparing for adult life
- to provide services in response to children and family needs
- to use preventative measures to help students avoid the possibility of failure

This policy is based upon the College's commitment to the development and maintenance of good behaviour and a positive and inclusive ethos for all members of the College community.

Foreword

Rooks Heath College is a mixed 11 to 18 multicultural comprehensive in the London Borough of Harrow and is part of the Tithe Multi-Academy Trust. This policy is formulated by the Deputy Heads and Behaviour Support team, in consultation with other staff and is monitored by other members of the College's Senior Management. The policy is subject to annual review by the College's Senior Management Group and is subject to approval by the governors of the College.

Behaviour for Learning Policy

This Rooks Heath **Behaviour for Learning Policy** reflects the College's Equal Opportunities Policy and takes account of the College's Child Protection, Special Educational Needs and Substance Abuse policies.

Aims:

The aims of the policy are to:

1. Show what is meant by 'good behaviour' to all members of the College community.
2. Encourage a positive learning environment where children behave well towards each other and their teachers, and where effort, hard work and good behaviour are rewarded.
3. Encourage all staff to motivate their students by using a variety of rewards to recognise good behaviour, as individuals and classes, in a structured way.
4. Ensure that all staff have an important role to play in encouraging good behaviour.
5. Ensure that students, staff and parents have a clear understanding of the consequences of poor behaviour.
6. Encourage all students to value themselves and their own efforts, their classmates and their College, and to take responsibility for their choices, so that they grow socially, personally and academically.
7. Promote self-esteem, self-discipline, proper regard for authority and positive relationships based on mutual respect.

Staff, including teachers, support staff and volunteers, will be responsible for ensuring that the policy and procedures are followed and consistently and fairly applied, whilst taking account of the individual needs (SEND, CiPC, bereaved, CP, Mental Health) of individual students, e.g. a student on the autistic spectrum may have a different perspective to others and situations may arise that could result in the student needing a different outcome/intervention. They also have responsibility, with the support of the Head Teacher, for acting as role models, creating a high quality learning environment, teaching good behaviour, and implementing the agreed policy and procedures consistently.

The Governing Body, Head Teacher and staff will ensure that there is no differential application of the policy and procedures other than in those cases stated above, particularly with regard to ethnic or national origin, culture, religion, gender, disability or sexuality. They will also ensure that the concerns of students are listened to and appropriately addressed.

The Governing Body will monitor and review behaviour incidents annually. In particular, they will review the behaviour of vulnerable groups of students and make comparisons, both nationally and with other groups within the College.

The Head Teacher will report annually to the Governing Body on the number of exclusions (fixed-term and permanent) and reasons for them, analysed in line with the main equality categories e.g. gender, ethnicity, age (year group), disability, SEND, CiPC. Levels of exclusion will also be reviewed by the Governing Body against borough and/or national figures, if available.

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Parents and carers will be expected to take responsibility for the behaviour of their child both inside and outside College. They will be encouraged to work in partnership with the College to help maintain high standards of behaviour.

Students will be expected to take responsibility for their own behaviour and will be made fully aware of the College policy, procedures and expectations. Students also have a responsibility to ensure that incidents of disruption, violence, bullying and any form of harassment are reported.

Policy Foundations

At Rooks Heath every student should be taught in an atmosphere that permits them to gain maximum benefit from every lesson. To achieve this, a Behaviour for Learning Policy has been developed which seeks to give sanctions for poor choices of behaviour and rewards for positive behaviour.

The Rooks Heath Behaviour for Learning Policy is built upon:

- Clear expectations of good behaviour
- Quality First Teaching
- Use of praise and rewards
- Consistency throughout the College community
- Clearly defined consequences for poor behaviour.

Parents and carers will be informed of their child's behaviour – good and bad, through 'My Child at School.' In the most serious cases, students may be excluded, and parents/carers will be invited into College to discuss the situation.

Rights & Responsibilities of the whole College

Rights

- The right to feel safe and not be bullied in College
- The right to have an opinion and feel comfortable about expressing it
- The right to ask for help when it is needed
- The right to have yourself and your property respected by both students and teachers
- The right to learn and enjoy learning without disruption
- The right to be treated equally

Responsibilities

Good behaviour is the responsibility of all in the College community – parents, staff, governors and students.

- The responsibility not to bully others
- The responsibility to allow other people to express their opinions
- The responsibility to respect students, teachers and their property
- The responsibility not to disrupt the learning of other people
- The responsibility to treat everybody equally

Staff responsibilities are to:

- Abide by the Home College Agreement
- Treat all students fairly
- Raise the self-esteem of all students to encourage them to develop to their full potential
- Provide challenging, interesting and relevant lessons appropriate to the age, ability and needs of ALL students

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- Create a safe and pleasant environment
- Use rules and sanctions clearly and consistently
- Form good working relationships with parents

Students' responsibilities are to:

- Abide by the Home College Agreement as outlined in the Link Book
- Attend College and arrive on time for all scheduled lessons
- Work to the best of their ability and allow others to do the same
- Treat others with respect
- Obey the instructions of all College staff
- Take care of property and the College environment
- Co-operate with other students and adults
- Complete class work, homework and coursework to the best of their ability
- Wear the Rooks Heath uniform correctly at all times during the College day as outlined in the Link Book. Students should arrive and depart in correct uniform
- Wear a conventional hairstyle in a conventional colour
- Have no unusual piercings or visible tattoos.

Parents' responsibilities are to:

- Abide by the Home College Agreement
- Support the Rooks Heath Behaviour for Learning Policy.
- Share any concerns about their child's education, welfare or behaviour with the College
- Take an interest in their child's work and achievement
- Attend Parent Consultation Evenings and support other College functions
- Support the College in achieving a minimum 95% attendance rate for their child
- Inform the College of any absence
- Ensure their child arrives at College on time
- Ensure their child is in full College uniform and wears that uniform correctly
- Ensure their child has a conventional hairstyle in a conventional colour
- Ensure their child has no unusual piercings or visible tattoos.
- Ensure their child completes homework and all coursework to the best of their ability.
- Check 'My Child at School' (MCAS)

College regulations concerning students' behaviour apply at all times when students are on College premises or engaged in College activities, including:

- the College day, including morning and lunchtime breaks
- the journey to and from College
- off-site activities
- out-of-hours activities

Rewards

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Teachers should take every opportunity to celebrate success through praise, being positive, giving Rewards when appropriate, publicising positive things on Year Notice Boards, Assemblies, 'Voices,' Link Books, displaying students' work, communicating this to parents via e- mail, MCAS, or letter and the wider community, if appropriate.

All positive information is recorded in the e-behaviour database and in MCAS.

Consequences

At the heart of the Behaviour for Learning policy is a series of 'consequences'. The word is carefully chosen – if students break the rules there will be a consequence. The emphasis is on cause and effect. The responsibility for avoiding the consequence lies with the student.

The C plus a minus number, refers to the LEVEL OF INTERVENTION. All 'Events' and 'Outcomes' are logged on the e-Behaviour database and detentions are notified to parents/carers via the Link Book and 'My Child at School.'

Exclusion from School (C6)

Exclusions may only be given by the Head Teacher or the Associate Head Teacher, or a Deputy in their absence. Exclusions are given for serious misdemeanours, either for a one-off serious offence or for prolonged serious misbehaviour. Exclusions may be **Fixed Term**, or in extreme cases, **Permanent**. Some behaviour will result in a fixed-term Exclusion without the need to progress through the lower consequences. In some cases where it is deemed appropriate, students will be **Managed Moved** to another school in Harrow for a fresh start.

Some examples for giving exclusions include:

- Dangerous or abusive behaviour
- Complete breakdown of the Behaviour for Learning Policy
- Persistent bullying
- Serious verbal or physical aggression
- Bringing the College into disrepute
- Racist, sexist or homophobic behaviour

As a College we feel that the most important Right is to be secure at all times. Behaviour likely to undermine that security is consequently regarded as a serious breach of discipline.

The following, which is not an exhaustive or exclusive list, gives examples of offences regarded as serious enough to merit automatic exclusion (which may be permanent or fixed term) from College:

- Endangering others
- Physical assault upon another student
- Physical assault upon any member of the College staff
- Threatening behaviour
- Possession of an offensive weapon
- Bullying, including cyber-bullying
- Misuse of social media
- Sexual harassment
- Inappropriate sexual acts

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- Racial harassment
- Possession or distribution of offensive material, including pornography and terrorism
- Theft
- Smoking
- Misuse/abuse of alcohol and/or solvents;
- Possession, distribution, or use of illegal drugs (as stated in the illegal Drugs and Substance Abuse Policy)
- Deliberate damage of College property
- Deliberately setting off the fire alarm;
- Swearing or offensive language directed at any member of staff.
- Any behaviour that endangers others

Exclusion may also be considered as a suitable sanction for other types of misbehaviour which, whilst not undermining the security of members of the College community, nevertheless disrupt the learning of other students, undermine the discipline of the College or damage the reputation of the College.

OSAs

Standards of discipline during an offsite activity must be effective, absolute and continuous. Any student who could be said to be ‘a danger to themselves or others’, may be banned from future OSAs for a set period. Any student on ‘Red Report’ is considered to have shown that they cannot be trusted to behave correctly whilst on College premises and may be banned from taking part on the basis that they are perceived to be ‘a danger to themselves or others.’ Any decision to ban a student can only be made by the Headteacher or the Associate Headteacher.

INTERVENTION is the key to the BfL Policy and is put in place to suit the needs of the individual student at the discretion of the member of staff involved. More serious issues are dealt with by senior staff, including: Head Teacher, Associate Head Teacher, Deputy Head, Head of Year and/or the Head of Department.

Uniform

All students are expected to wear the College uniform properly and to be clean and tidy at all times. Shirts should be tucked in and top buttons done up. Detailed descriptions of uniform expectations are listed in the student Link Book. Students who fail to comply with the uniform regulations will face sanctions which may include:

- Confiscation of items
- U2 Detention
- Seclusion

The College day:

- Pedestrians should not use the front vehicle entrance.
- Students may not leave the College premises at any time during the working day.
- Students may not use the College premises during the evenings, weekends or holidays, except for official supervised activities.

Absence:

- Holidays during term time will not be authorised.
- Absences should be notified to the College on the first day.
- Absences known in advance should be requested by letter beforehand. After any absence a note is required giving the reason.
- Students attending dental appointments etc. must show a card or letter to the form tutor.
- Students taken ill in College will only be sent home at the discretion of the Welfare Assistant and after a parent or carer has been contacted.
- Students needing to leave the College premises for any other reason should sign out at Reception and sign in on their return.

Personal Property:

- Students are expected to provide their own writing and drawing instruments and equipment for practical lessons.
- The correct equipment in working order must be brought to every lesson.
- Students are not to bring items of value into College and any money must be kept on the person at all times.
- The College accepts no responsibility for valuables, mobile telephones, personal listening devices or any electronic equipment brought onto the premises. Items lost or stolen on the premises will NOT be investigated
- iPods, MP3 players etc. are not permitted in College
- Mobile phones should be kept at the bottom of bags, at the owner's risk, and should NOT be seen or heard on College premises at any time, in corridors, lessons, playgrounds etc.
- Infringement of this rule will mean that the phone/iPod etc. will be confiscated and parents/carers will be asked to come in to College to collect them at the end of the following day
- Students must not bring into College anything which may be a risk to health or safety.
- Items such as matches, lighters, cigarettes, fireworks, weapons, alcohol, narcotics, vaporiser etc. will be confiscated on sight, whether being used or not, and returned only to a parent or guardian.
- All personal property is brought at the owner's risk and should be clearly labelled.
- Teachers are usually willing to look after money or valuables, but they incur no legal liability by doing so.
- Lost property should be handed to, or received from, the Welfare Assistant.

Graffiti

Students defacing the College buildings or College equipment will be excluded from College, and may be required to pay for any cleaning or damage.

Smoking

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Smoking and vaping are not allowed on or near the College premises, or while wearing the College uniform. Smoking materials are not permitted on College property, and will be confiscated on sight (e.g. cigarettes, vaporisers, matches, lighters). Students caught smoking will be punished. Students consorting with smokers will be treated in the same way as smokers.

ICT

All students must comply with the College's ICT Acceptable Use Student Contract.