

When students do not manage to reach the high standards we expect, we use a clear system of consequences to manage behaviour. This system applies to behaviour both in and out of the classroom.

Aims

- To create an environment conducive to learning
- To ensure behaviour is managed consistently and fairly
- To provide a framework of 'actions equals consequences'
- To enable behaviour to be tracked by staff, students and parents

1 Point Offences: Class Teacher	2 Point Offences: Middle Leadership	3 Point Offences: Senior Leadership
Late Planner Incorrect Uniform / Appearance Chewing Shouting Out Off Task Inappropriate use of ICT Inappropriate Language	Answering Back Mobile Phone/Smart Watch or unauthorised use of electronic equipment Throwing Leaving Room Not Following Instructions Affecting the Learning of Others Inappropriate use of ICT Failure to attend Level 1 Detention Other	Abusive Language Fighting Bullying Damage to Property Theft Aggressive Behaviour Refusal Confrontational Truancy Failure to attend Level 2 Detention Inappropriate use of ICT Other

1 point behaviour infringements are recorded by the teacher on SIMS and the 10 minute detention and offence are written into the student planner. Student completes detention during next available break time.

2 and 3 point behaviour infringements are recorded by Head of Faculty, Head of Year or a member of the Leadership Team and the student is sent out of the classroom to an alternative venue. The detention and behaviour infringement are written in the student planner.

Consequences

Step 1

Verbal warning- no warning for failure to bring planner, uniform or use of mobile phone/smart phone or unauthorised use of electronic equipment

Step 2

For a 1pt behaviour infringement – student informed, teacher records 1pt behaviour infringement and places 10 minute detention sticker in the student's planner. **Student has a 10 minute detention supervised by a member of staff during the next break time.**

Step 3

For a 2pt behaviour infringement - student removed from lesson and escorted to an alternative lesson to complete their work for the remainder of that lesson. A 2pt behaviour infringement is recorded in the student's planner. **A Head of Faculty detention set for the student for 30 minutes after school**

Step 4

For a 3pt behaviour infringement – A Pastoral Support Mentor or member of the Leadership Team is called to remove student from the classroom and take the student to 'The Link'. **The Head of Year or member of the Leadership Team issues a 1 hour after school detention.** Parents are notified by letter of all 1 hour detentions and the date they will take place between 3pm and 4pm. Please be aware that the school reserves the right to take further action if deemed necessary (please see section on 'Exclusions' below).

Uniform:

Students must adhere to our dress code and uniform policy whilst in school. Please refer to pages 9, 10 and 11 of the student planners for further details regarding this. If any student's uniform or appearance does not comply with our policy, then they will be issued with 1 point and tutors will contact parents. If the uniform infringement is not rectified the following day, then the student in question will spend 1-5 days (depending on the nature of the infringement) working in 'The Link'. For those families experiencing genuine hardship the academy will look at what additional support can be given with uniform items.

Internet enabled devices: such as mobile phones, tablets and smart watches.

These items must be switched off and placed in the bottom of school bags. Should any such device be seen or heard on the school site then the item will be confiscated and handed into Reception. The student will not be able to collect the item until the end of the following day. If the item is confiscated on a Friday then it will be kept in the Academy until the following Monday. The student will then be issued with a 2 point detention. In the case of repeat offences, the student's parent(s)/carer(s) will be requested to collect the item from school.

Detentions:

Each year group has an allocated detention evening. Detentions will be held in 'The Link'. Year group detentions for 30 minutes (2 point behaviour infringements) and 1 hour (3 point behaviour infringements) will be held on the following evening between 3pm and 4pm:

Monday: Year 11
Tuesday: Year 10
Wednesday: Year 9
Thursday: Year 8
Friday: Year 7

Failure to attend a detention will result in the following escalation of the detention:

Original detention		Consequence for failing to attend original detention
1pt 10 minute break time detention	⇒	2pt 30 minute after school detention
2pt 30 minute after school detention	⇒	3pt 1 hour after school detention
3pt 1 hour after school detention	⇒	The following school day is spent working in 'The Link' with a 1 hour detention issued for the end of the school day (between 3 and 4pm)

Exclusions:

For any serious breaches of the school code of conduct, the school will consider excluding a student from school. An exclusion is official recorded on a student's academic record. An exclusion can take the form of a 1 to 5 day fixed term exclusion from the academy or a permanent exclusion from the academy. Reasons for any form of exclusion from school can include:

- fighting or violent behaviour
- verbal abuse/threatening behaviour against a member of staff or fellow student
- homophobic or racist language
- carrying an offensive weapon



- bullying
- sexual misconduct
- possession of/dealing of drugs
- alcohol abuse
- vandalism and damage to school property
- theft
- persistent disruptive behaviour
- persistent violation of school rules

Please be aware that the school reserves the right to exclude a student from school for other additional reasons to those listed above, especially if the behaviour is deemed to impact on the safety and well-being of any other students and members of staff.

The Link:

The Link is a facility in school that supports students with their learning when their behaviour in a classroom setting has negatively impacted on the other learners in the classroom. In The Link students are encouraged and supported to reengage with their school work. The Link also provides opportunity for students to:

- reflect on their behaviour
- consider the impact their behaviour has had on others (eg teacher, students and parents/carers)
- focus on how they can now put things right
- acknowledge that there is a consequence for negative behaviour
- learn from the experience to ensure that they do not repeat the same negative behaviour again in the future
- repair the relationship with the teacher

The above process is actioned through a restorative conversation with a Pastoral Support Mentor and, later in the day, with the teacher whose classroom they have been removed from.

In instances where students have been escorted to 'The Link' for behaviour infringements that have occurred outside of the classroom, the first five steps (above) are followed in a restorative conversation with the Pastoral Support Mentor but additional support is also offered by the Behaviour Lead Teacher and Head of Year (where applicable) to help support the student to understand the negative impact of their behaviour. In other words, efforts are made to teach the student in question how to behave positively going forwards and not repeat the same negative behaviour again in the future.

Tracking

Tutors are given a weekly report detailing the number of points (and merits) issued and the reasons. Tutors will talk through any issues with students and discuss what is going wrong. Where a tutor is concerned about a pattern of behaviour, parents may be telephoned by the tutor and the Head of Year informed.

Heads of Year and Head of Department will monitor the number of points issued and take action with parents to improve the behaviour of students in their Year group or Learning Team.

Behaviour out of School

Penrice Academy aims to develop each student to be a responsible citizen.



Penrice Academy has a power to discipline any misbehaviour out of school or in cyberspace when a student 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 pupil at the school or

Penrice Academy is likely to use the full range of consequences and sanctions including exclusion; where a student's misbehaviour at any time, whether or not the conditions above apply:

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

Report Card

Students will be placed on report at the discretion of Head of Year. This sanction is used if there is a pattern of poor behaviour, a serious incident, or may be at the request of parents. The Report Card is based on attitude to learning. Students are given clear targets for their behaviour and teachers are asked to sign the report card at the end of each lesson. Parents are also asked to monitor the Report Card and sign it on a daily basis. The purpose is to monitor a student's performance in the Academy. After a period of time (usually two weeks), and if the student's behaviour improves, the students will be taken 'off report'. There are three levels of report card: Tutor Report card (issued when a student reaches the threshold of 10 behaviour points over a term); Head of Year Report Card (issued when a student has failed to respond positively to the intervention of the Tutor Report Card) and Leadership Report Card (issued when a student has failed to respond positively to the intervention of the Head of Year Report Card). There are further occasions where the Head of Year or Leadership team may feel it necessary to place a student on a Head of Year report card or Leadership Report Card.

If students accumulate a number of points during a term, then further action is taken.

10 points	Parents/ carers telephoned by tutor – Tutor Report card issued.
20 points	1 day spent working in 'The Link'. Head of Year meets parents/carers.
30 points	2 days spent working in 'The Link'. Head of Year and Assistant Principal meet parents/carers
40 points	1 day internal exclusion (also recorded on student's academic record). Head of Year and Leadership Team meet parents/carers. Student can be placed on a pastoral support plan.
50+ points	A lengthier internal or external exclusion from school (also recorded on student's academic record) for persistent disruptive behaviour. A meeting is arranged with parents/carers, the Head of School and the Governor's Discipline Committee.

Clean Slate

At the end of each academic year, students are given a 'clean slate'. Points are not 'carried over'. If a student fails to attend a detention at the end of a term, the detention is re-scheduled for the following term.



Behaviour Policy Amendment in response to Covid 19

During these unprecedented times, the safety and well-being of our students is an utmost priority for us as a school.

If students display any of these Covid 19 related behaviour infringements, they will spend 1-5 days (depending on the nature of the infringement) working remotely at home or in 'The Link':

- Deliberately not following social distancing guidance in school
- Deliberately accessing out of bounds areas, including those areas of school that will be temporarily prohibited in light of the current circumstances
- Spitting
- Deliberately coughing in the direction of other students
- Any inappropriate and insensitive comments or behaviours linked to the Covid-19 pandemic
- Not following any rules outlined regarding hygiene practice, sharing of equipment and social interactions in school
- Not following designated routes around school