

Behaviour policy

Northgate School



Northgate School

together we can build a future

Approved by: [Name]

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Northgate School – Behaviour for Learning Policy – May 2020

1. Aims

This policy aims to:

- Provide a **consistent approach** to behaviour management at Northgate School which focuses on developing positive behaviours
- Promote the consistency of positive behaviour within our school
- **Define** what we consider to be unacceptable behaviour, including bullying
- Outline **how students are expected to behave in order to create a safe and secure environment so that all students can enjoy their learning**
- Summarise the **roles and responsibilities** of different people in the school community with regards to behaviour management.
- Ensure all staff are aware of the procedures for dealing with behaviour concerns
- Outline our system of **rewards and sanctions**
- **Create a learning environment which is characterised by trust and good relationships between staff and students**
- **To ensure effective mechanisms** are in place for monitoring and evaluation of this policy.

Statement of intent

Northgate School seeks to provide a safe, inclusive and positive environment where all students can learn. We believe that the most effective teaching and learning takes place in a well-managed environment, one that is calm, happy and safe and there is a strong culture of trust, courtesy, mutual respect and dignity.

We believe the importance of good behaviour and discipline extends beyond the confines of school. This means that students are expected to maintain the high expectations of behaviour on the journey to and from school, whilst on the school site, on trips and whilst engaging in online learning. We believe that good behaviour is about developing self-discipline and personal responsibility for individual actions. There is little to be gained from a school having strong discipline within its walls, if students are lacking in consideration for others outside of it. Our high standards of behaviour are expected in lessons and towards all staff including administration, support, cover, new staff as well as visitors and professionals.

We are committed to the four essentials of good discipline; clarity, consistency, communication and commitment.

We believe that this behaviour policy should ensure:

- Clarity about what is and is not acceptable behaviour
- Consistency in expectations both over time and between staff
- Continuous communication to all involved as to what is expected, what is aspired to, as well as what is not acceptable

- Commitment from all members of the school community towards maintenance of common expectations.

The school values which we encourage to achieve these aims are:

Nurture
Originality
Resilience
Trust
Hope
Growth
Awareness
Teamwork
Empathy

The British Values we encourage in order to achieve these aims are: -

Democracy
The rule of law
Individual Liberty
Mutual respect
Tolerance of those with other different faiths and beliefs

2. Legislation and statutory requirements

This policy is based on advice from the Department for Education (DfE) on:

- [Behaviour and discipline in schools](#)
- [Searching, screening and confiscation at school](#)
- [The Equality Act 2010](#)
- [Use of reasonable force in schools](#)
- [Supporting pupils with medical conditions at school](#)
- [Keeping Children Safe in Education 2019](#)

It is also based on the [special educational needs and disability \(SEND\) code of practice](#).

In addition, this policy is based on:

- Section 175 of the [Education Act 2002](#), which outlines a school's duty to safeguard and promote the welfare of its pupils
- Sections 88-94 of the [Education and Inspections Act 2006](#), which require schools to regulate pupils' behaviour and publish a behaviour policy and written statement of behaviour principles, and give schools the authority to confiscate pupils' property

3. Definitions

Northgate School is committed to promoting positive behaviours where students feel safe and are able to thrive.

Misbehaviour is defined as:

- Disruption and negative actions or interactions in lessons, in corridors between lessons, and at break and lunchtimes

Serious misbehaviour is defined as:

- Repeated breaches of the school rules
- Any form of bullying
- Sexual assault, which is any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation
- Vandalism
- Theft
- Fighting
- Smoking
- Racist, sexist, homophobic or discriminatory behaviour
- Possession of any prohibited items. These are:
 - Knives or weapons
 - Alcohol
 - Illegal drugs
 - Stolen items
 - Tobacco and cigarette papers
 - Fireworks
 - Pornographic images
 - Any article a staff member reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property of, any person (including the pupil)

4. Bullying **(Please see the attached link to the Anti Bullying Policy here)**

Bullying is defined as the repetitive, intentional harming of one person or group by another person or group, where the relationship involves an imbalance of power.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Bullying can include:

Type of bullying	Definition
Emotional	Being unfriendly, excluding, tormenting
Physical	Hitting, kicking, pushing, taking another's belongings, any use of violence
Racial	Racial taunts, graffiti, gestures
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing
Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps or gaming sites

Details of our school's approach to preventing and addressing bullying are set out in our anti-bullying policy.

5. Roles and responsibilities

5.1 The Northgate School Management Committee:

The Northgate School Management Committee is responsible for reviewing and approving this behaviour policy in conjunction with the headteacher and monitor the policy's effectiveness, holding the headteacher to account for its implementation.

5.2 The headteacher

The headteacher is responsible for reviewing this behaviour policy in conjunction with The Northgate School Management Committee. The headteacher will also approve this policy.

The headteacher will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

5.3 Staff

Staff are responsible for:

- Implementing the behaviour policy consistently
- Modelling positive behaviour and leadership at all times

- Providing a personalised approach to the specific behavioural needs of particular students taking into account SEN, disability and the needs of vulnerable children, and offer support as appropriate
- Recording behaviour incidents promptly in line with school procedures
- Establish and communicate all procedures to ensure positive behaviour, respect and discipline
- Encourage students to take responsibility for their own learning
- Promote positive behaviour through active development of students' social, moral, spiritual, emotional skills and celebrate students' achievements
- Work closely with parents in matters of behaviour management

The senior leadership team will support staff in responding to behaviour incidents.

5.4 Parents and carers

Parents are expected to:

- Support their child in adhering to the student code of conduct and support the school's Behaviour Policy
- Inform the school of any changes in circumstances that may affect their child's behaviour
- Work with Northgate School to support their child's positive behaviour and attend Parents' Evenings and any other meetings as requested by school staff
- Discuss any behavioural concerns with the school promptly
- Send their child to school each day, punctually

6. Student code of conduct

Students at Northgate are expected to:

- Make it possible for all students to learn in class
- Treat the school buildings, hospital site and school property with respect
- Wear clothing that is appropriate for the school environment and activities
- Refrain from behaving in a way that brings the school into disrepute, including when outside school and when engaging in online learning
- Show respect to school staff, fellow students, school property and the school environment
- Follow reasonable instructions by school staff
- Comply with school rules and accept sanctions in an appropriate way.

7. Rewards and sanctions

Northgate School recognises that there may be many reasons for a student exhibiting poor behaviours.

These include:

- Low self-esteem
- Inappropriate curriculum or teaching styles

- Lack of differentiation for the student's learning needs
- Problems at home
- Problems with peers
- Medical problems
- Mental illness

Ways of Improving Behaviour

- Ensuring that the curriculum is appropriate for each individual student
- Ensuring that staff/student relationships are good
- Ensuring clear and consistent rules and boundaries are in place
- Using a variety of teaching styles which are differentiated to the needs of learners
- Treating students as individuals; recognising and trying to meet their needs
- Recognising achievement and regular use of praise
- Strategies for improving self-esteem and positives behaviours taught through the tutorial and PSHE programme.
- Reinforcing positive behaviours through the rewards system as outlined below.

7.1 List of rewards and sanctions

Rewards

At Northgate School we offer a variety of rewards to encourage and promote good behaviour, build positive self-esteem and support learning at all levels, these are:

- Verbal and non-verbal praise from staff
- Comments in books and planners
- Acknowledgment of achievements in school displays
- Displays of good work or achievements around the school or in the newsletter'
- Letters and telephone calls home
- Certificates for
 - Student of the month
 - Achievement in a subject
 - Following the Northgate School ethos and value system
 - Jack Petchey Foundation Award
- Reward trips

Sanctions

The school will take into account a number of factors when deciding on a course of action following unacceptable behaviour. The action will depend on:

- the extent to which the behaviour might affect the orderly running of the school
- the level of threat to another student or member of staff
- whether the school may have been brought into disrepute as a result of the behaviour

In the event of a student failing to meet the desired expectations, the school has a range of strategies that could be applied to address this issue.

Unacceptable behaviours may include:

- failure to follow a reasonable instruction
- disrupting other students learning

- damaging property
- truancy
- fighting
- answering back, unacceptable language or swearing
- any form of aggression
- racist or homophobic comments
- stealing
- bullying or making unkind remarks
- using media (such as mobile phones, internet sites and social networking platforms) in an unacceptable way

It is important that the student understands the reason why the behaviour is unacceptable. It is acknowledged that the initial responsibility for dealing with student behaviour is with the class teacher and the tutor. Incidents are addressed through a one to one discussion with the tutor. If there are consistent concerns with a particular student or students, they will be discussed at the morning briefing handover slot to see if by using different strategies the problems can be overcome. Parents may be invited to join a discussion and a behaviour contract may be drawn up.

Any incidents of a racist or homophobic nature are recorded and reported to the local authority. On the rare occasions a student's behaviour is deemed to be so serious or present such a risk to the safety of others as to merit police involvement, we will liaise with the local police.

If a student's behaviour is unsafe or poses a risk, they may be withdrawn from offsite activities or trips, until their behaviour is acceptable.

It is also important that once the situation has been addressed that the student is made aware that the incident is over, and they can make a fresh start.

Sanctions issued or support offered to students is confidential and in terms of data protection and GDPR will not be shared with any party (outside of the school) other than the student involved and their parent/carer. The school response for the request for such information will be, 'the school has acted in line with our behaviour policy'.

Exclusions

Northgate School tries to avoid the use of exclusion wherever possible Parents/Carers will be notified of any Internal or External (Fixed Term) Exclusion by telephone. A letter will follow which will outline the reason behind the decision to exclude. Fixed term Exclusion letters will set out the terms and conditions of the exclusion.

The school will work to the principles outlined in the DfE guidance on exclusion from schools and student referral units and with staff from the clinic. As outlined in the exclusion policy: -

"a decision to exclude a student will be taken only:

- *in response to a serious breach or persistent breaches of the school's behaviour policy; and*

- *where allowing the student to remain in school would seriously harm the education or welfare of the student or others in the school.*

The decision to exclude a student is a matter of judgement for the Headteacher, who will take into account the likely impact of the misconduct on the life of the school. This may include behaviour on or off school premises which is in breach of the standards of behaviour expected by the school.

There are two types of exclusion:

- **Permanent Exclusion** – *the student is not allowed to return to the school.*
- **Fixed Term Exclusion** – *the student is required to not attend school for a stated number of days*

Permanent exclusions

Permanent exclusions will normally be used only as a last resort when a range of other strategies have been exhausted. In exceptional circumstances the Headteacher might consider it appropriate to permanently exclude a student for a first one-off offence.

Such circumstances might include:

- *where there has been serious actual or threatened violence against another student or member of staff*
- *sexual misconduct*
- *supplying an illegal drug*
- *carrying an offensive weapon*

Fixed term exclusions

The Headteacher may exclude a student for one or more fixed periods not exceeding 45 days in any one school year. The school will sometimes exclude a student for a fixed number of days (to be determined by the Headteacher on the basis of the seriousness of the incident, the previous behaviour of the student and other relevant circumstances). At the end of the exclusion, the student will be re-admitted to the school following a formal meeting between the student, parents and the Headteacher.

In some circumstances, the school may exclude a student while an investigation takes place if the student's presence at school would be detrimental to the investigation, or if the incident being investigated is very serious; under these circumstances, the length of the exclusion will not necessarily be known at first. Similarly, if additional information becomes available after the length of the exclusion has been decided, the Headteacher may shorten or extend the exclusion."

The situation at Northgate School is a complex one because of the relationship between its work and that of the Beacon Centre. It is a decision that must not be taken lightly but one that nevertheless may have to be taken to preserve teaching and learning or to protect the staff and all students who work and attend the school from either violent or dangerous behaviour.

The Head teacher (or in his/her absence, the assistant headteacher) will only exclude a student having consulted and agreed on a plan of action with either a consultant or a nurse manager from The Beacon Centre to which the student is attached.

In all cases parents and other key personnel will be informed preferably by telephone, but if this is not possible by letter on the day the student is excluded. The letter explains why the student has been excluded and details of the incident are based on the statements provided by the teachers and other

witnesses and the process by which the parent(s) can appeal against the exclusion should they wish to. This letter is placed in the student's file. On their return to school the student should come in with their parents/carers/key worker to meet with the tutor to discuss the incident and plan for future positive outcome

7.2 Off-site behaviour

Sanctions may be applied where a student has misbehaved off-site when representing the school, such as on a school trip or on the bus on the way to or from school. This may also apply to online behaviour.

7.3 Malicious allegations

Where a student makes an accusation against a member of staff and that accusation is shown to have been malicious, the headteacher will discipline the student in accordance with this policy.

Please refer to our safeguarding policy and complaints policy for more information on responding to allegations of abuse.

The headteacher will also consider the pastoral needs of staff accused of misconduct.

8. Behaviour management

8.1 Classroom management

Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom.

They will:

- Create and maintain a stimulating environment that encourages students to be engaged
- Develop a positive relationship with students, which will include:
 - Greeting students in the morning and at the start of lessons
 - Establishing clear routines
 - Communicating expectations of behaviour in ways other than verbally
 - Highlighting and promoting good behaviour
 - Concluding the day positively and starting the next day afresh
 - Having a plan for dealing with low-level disruption
 - Using positive reinforcement

8.2 Physical restraint

In some circumstances, staff may use reasonable force to restrain a student to prevent them:

- Causing disorder
- Hurting themselves or others
- Damaging property

Incidents of physical restraint must:

- **Always be used as a last resort**
- Be applied using the minimum amount of force and for the minimum amount of time possible
- Be used in a way that maintains the safety and dignity of all concerned
- Never be used as a form of punishment

8.3 Confiscation

Any prohibited items (listed in section 3) found in students' possession will be confiscated. These items will not be returned to students.

We will also confiscate any item which is harmful or detrimental to school discipline. These items will be returned to students after discussion with senior leaders and parents, if appropriate.

Searching and screening pupils is conducted in line with the DfE's [latest guidance on searching, screening and confiscation](#).

8.4 Student support

The school recognises its legal duty under the Equality Act 2010 to prevent students with a protected characteristic from being at a disadvantage. Consequently, our approach to challenging behaviour may be differentiated to cater to the needs of the student.

The school's special educational needs co-ordinator will evaluate a student who exhibits challenging behaviour to determine whether they have any underlying needs that are not currently being met.

Where necessary, support and advice will also be sought from specialist teachers, an educational psychologist, medical practitioners and/or others, to identify or support specific needs.

When acute needs are identified in a student, we will liaise with external agencies and plan support programmes for that child. We will work with parents to create the plan and review it on a regular basis.

9. Student transition

To ensure behaviour is continually monitored and the right support is in place, information related to student behaviour issues may be transferred to relevant staff at the start of the term or year. Information on behaviour issues may also be shared with new settings for those students transferring to other schools.

10. Training

Our staff are provided with training on managing behaviour, including proper use of restraint, as part of their ongoing training.

Behaviour management will also form part of continuing professional development.

11. Monitoring arrangements

This behaviour policy will be reviewed by the headteacher and Northgate School Management Committee every two years. At each review, the policy will be approved by the headteacher.

12. Links with other policies

This behaviour policy is linked to the following policies:

- Exclusions policy

- Safeguarding policy
- Anti-bullying policy (including Peer on Peer Abuse)
- Student ICT Acceptable Use Policy
- Complaints Policy
- Child Protection and Safeguarding Policy

