



## Behaviour for Learning Policy

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### Our Mission:

*We will build up a loving community with Christ at its centre:  
develop potential to the full and strive for excellence:  
work and play in harmony:  
and treat each other with dignity and justice.*

We aim to ensure teachers and pupils enjoy learning together and that all members of our community feel safe in and around the Academy. Staff will develop strong and respectful relationships with pupils as we recognise children learn best when they feel safe, valued and loved. Pupils will be taught to take responsibility for their own actions and to accept the consequences of their choices. We aspire for our young people to become independent, self-disciplined and self-regulating learners.

Praising children and recognising pupils' positive behaviour are the most effective ways of ensuring all children feel valued and engage with their learning. We will strive to ensure the right balance of recognition and sanction to achieve this end. As such, all teachers and support staff will use support and encouragement far more regularly as part of our behaviour management system than they will sanctions.

We are fully committed to inclusion and therefore recognise there may be occasions where reasonable adjustments need to be made so that pupils with SEND are not disadvantaged by the policy. However, no behaviour policy can cover all eventualities. The Headteacher and Governors reserve the right to use discretion to help pupils at Saint Benedict make better choices.

### **1 Corinthians 13**

*'Love is always patient and kind; it is never jealous; love is never boastful or conceited; it is never rude or selfish; it does not take offence and is not resentful. Love takes no pleasure in other people's sins but delights in the truth; it is always ready to excuse, to trust, to hope, and to endure whatever comes.'*

### Expectations

At Saint Benedict, we expect all pupils to have a good standard of behaviour.  
We expect all staff and pupils to be respectful and courteous to one another, following all policies.  
Pupils are expected to attend every day and arrive to every lesson promptly  
Pupils are expected to wear their full uniform correctly at all time

Staff will work regularly with all students to ensure these expectations are understood and met.  
Sanctions will be issued if they are not met.



## Support for pupils

Pupils whose behaviour is causing us concern or, who are regularly receiving sanctions for poor behaviour will be provided with intervention and support. This may be to screen for any additional needs, through mentoring or through small group intervention sessions. Information on how best to support pupils whose behaviour is a cause for concern will be shared with all staff.

## Movement around site

At Saint Benedict, we expect all students, staff and visitors to be able to move around site safely.

In order to keep everyone safe and to maximise the opportunities for learning:

1. No physical contact including play-fighting
2. No running, except in designated areas at break/lunch.
3. Walk briskly to lessons, using the one-way systems correctly. Don't stand and chat. Arrive on time. 6 minutes is a maximum not a goal. Triggers for 'Lates' detentions in Appendix 2.
4. Hold the door open for people around you.
5. Put your litter in a bin. Look after the environment.

## Communication with others

At Saint Benedict, we expect everyone to be treated with dignity and respect.

In order to ensure everyone is treated with dignity and respect, student's must:

1. Speak with respect, say please and thank you
2. Not shout or interrupt
3. Respond to questions truthfully. Don't shrug or say 'dunno.'
4. Follow instructions first time

Staff and parents are expected to communicate as per the communication policy.

## Expectation Cards

At Saint Benedict, we expect everyone to follow the school rules and meet Saint Benedict expectations.

Each half-term students will be issued with the Saint Benedict expectation card which they must always have on them. If a pupil is seen to be failing to meet our expectations outside of lessons, then the member of staff should enter a strike on their card including reason, date and initials. Should this be the student's 3<sup>rd</sup> strike in the half term the teacher should confiscate the card and hand it in to campus support, the student should go to campus support for a yellow card. The student will then receive a lunch time detention. Students who complete the half-term with a clean card will be rewarded.

## In Class Expectations

At Saint Benedict, we expect staff and students to work together to ensure everyone can learn.



**Teachers** enable pupils to learn by:

- Building and maintaining positive relationships
- planning well sequenced lessons
- setting challenging targets
- giving regular positive and constructive feedback to pupils
- listening to everyone
- speaking respectfully
- giving every student equal opportunity
- recognising pupils' efforts and achievements with praise and positives
- preparing pupils for examinations and tests
- supporting pupils as they make important decisions about their life
- Ensuring the *One Voice* rule is established and followed by all
- Use pre-emptive strategies to avoid low level disruptive behaviour escalating
- Use the school's C system fairly and in line with policy

To ensure they are effective learners, **pupils** will:

- be good listeners and follow instructions
- arrive at school and lessons on time ready to work with a positive attitude
- work hard
- bring the correct equipment to every lesson including their knowledge book
- comply with the Academy's uniform code
- contribute to the life and community of the Academy.
- Follow the *One Voice* rule in all lessons

### Rewards

At Saint Benedict, we believe that positive reinforcement and rewards are vital for students to succeed.

If students meet or exceed expectations, they will be rewarded.

*Possible rewards are:*

Positive points  
Reward breakfasts  
Reward events  
Commendations  
Certificates  
Senior Staff meeting  
Shout outs  
Praise letter  
Postcard home  
Positive phone call

### Consequences (see appendix 3 for sanctions for specific behaviours)

At Saint Benedict, we believe consequences are vital to help teach students the right way to behave. We do these out of love and a belief that all students are capable of meeting expectations and succeeding. Alongside consequences there will always be an opportunity to discuss what went wrong and restore the relationship.



Parents will be kept informed and contacted regularly should there be concerns regarding their child's behaviour. In the event of your child being issued with a detention that takes place outside of school hours, you will be notified by phone call, text message, email or in writing.

*Possible consequences are:*

Negative points  
C system (see appendix for details)  
Reports (subject, tutor, PSA, Head of Year, Senior Staff)  
Detentions  
Isolation  
Seclusion (placement in isolation at another school)  
Suspension  
Governor panel  
Referral for Fresh Start or Fresh Start PLUS at another school  
Alternative Provision

Permanent Exclusion is a last resort and one we would hope to not have to use. However, the Headteacher and Governors reserve the right to recommend a pupil is permanently excluded from the school.

### Mobile Phones

At Saint Benedict, we believe mobile phones cause a distraction to learning.

Mobile phones must not be seen or heard during school hours 8:35am-3pm. While pupils may bring them to school, they must be off and, in their bags, not kept in their blazer pocket. Phones must not be used as watches; there are clocks around the school and pupils are able to wear a wrist watch. Parents must not call their child during the school day as this tempts pupils to check their phones. Should parents need to contact their child, they should phone the school office.

### Contraband items

There are several items which are not allowed in school. Items such as chewing gum; aerosol sprays; energy/fizzy drinks; vapes; metal hair combs are expressly forbidden. Large quantities of sweets or food stuff (to sell) are also forbidden. Contraband items will be confiscated and disposed of at the teacher's discretion.

If students are found with a vape, in the first instance we will educate on risk with resource pack and conversation with Safeguarding Team. Further instances may lead to suspension.

### Confiscated Items

Any item which is confiscated by a member of staff will be handed into the pupil's relevant Year Office, held securely, and may be returned at the end of the day. If this is the second time the student has had an item confiscated, it will be kept for three school days and may be collected at the end of the third school day. If a student has an item confiscated for a third time, the item will be kept securely until a parent or carer can come to the Academy to collect it. Subsequent confiscations may result in more serious sanctions depending on individual circumstances. Items which are most commonly confiscated are mobile phones, hooded tops and other items of clothing or jewellery which are not permitted in the Academy.



## Bag and pocket searches

At Saint Benedict, we expect everyone to take personal responsibility and keep themselves and others safe. There are occasions when we suspect this is not the case. The Academy reserves the right to conduct searches of all and any pupils' bags, pockets and possessions (this is done without physical contact with the student). This will be done with the pupil and two members of staff present. There is no obligation for the school to inform or seek the consent of parents or carers before a search. Any items which are 'contraband' or 'confiscated items' will be dealt with in accordance with the sections above and parents will be notified. If a student refuses to be searched, they will be placed in isolation until the search takes place.

## Uniform

At Saint Benedict, we expect students to always wear their uniform correctly. The uniform gives us a sense of purpose and a team identity. We want all students to be proud to belong to Saint Benedict.

Checks on uniform will be made daily by staff. This will be from the form tutor, Pastoral Support Assistant the Head of Year or senior staff, campus support or class teachers. If a pupil has any incorrect items of uniform or, they are missing any items, we will, in the first instance, endeavour to loan them the correct item for the duration of the day. If a pupil refuses to wear the loaned items, they will be placed in isolation until the uniform infringements have been addressed. If a pupil arrives in the incorrect uniform and we are unable to loan required items, they may be sent home to change. The student should return to school as quickly as possible with the correct uniform. Any items of clothing worn by a pupil which are not part of the school uniform will be confiscated by the Year Team and returned to parents if they come to collect it.

## Use of Toilets

At Saint Benedict, we expect everyone to be able to use the toilets safely and with dignity.

To ensure toilets are a safe environment for all:

- Students will queue for the toilet outside of the hand washing area - cubicles will be numbered and duty staff will direct students to available cubicles.
- Students will go in when staff indicate which toilet is available
- Use the toilet cubicle for normal toilet activities, with only one person in a cubicle
- Leave the toilet area immediately after hand washing

If students are found together in a cubicle all students will be searched (see searches for details). If students are found together subsequent times, breaks and lunches will be removed for a week.

## Truancy

At Saint Benedict, we expect all students to be in every lesson on time, ready to learn.

If a student is not in a lesson within 10 minutes, a 'missing student' alert will be sent to pastoral support and staff will look for the student and escort them to their lesson. This will be logged as truancy. Should a student run away from being escorted to lesson, this may result in a further sanction.



## Category A Words and Gestures

At Saint Benedict, we expect everyone to be treated with dignity and respect.

There is an agreed list of words and gestures that are not accepted at Saint Benedict. All students receive Personal Development lessons and curriculum time into the teaching of such words and why they are unacceptable. If, following this, a student uses one of these, we will, in the first instance, re-educate about where the word/gesture comes from and why it is offensive. Further uses of these words/gestures will lead to sanctions. The list of category A words is available on request.

## Behaviour on Buses

At Saint Benedict, we expect all students to always behave well. When a pupil is wearing a Saint Benedict uniform, they represent the school.

To ensure all students and drivers are safe, students are expected to behave appropriately on the bus. Buses have CCTV. Students must be seated where possible.

We will investigate any instances of poor behaviour. This may lead to sanctions and a bus ban (either temporary or permanent). Should a student be banned from the bus, it is the responsibility of parents/carers to find an alternative way to get to school.

All instances of poor behaviour should be reported as soon as possible to the year office or Safeguarding.

## Responsibility of Parents and Carers

To ensure students and staff can work together affectively, we expect parents to:

- Ensure their child attends school, on time, every day
- Support their child as best they can in completing homework
- Provide the correct school uniform for their child as set out in the Uniform Policy, including suitable footwear and PE kit, and all equipment necessary for learning
- Support the school and its staff by reinforcing the school's expectations, routines, policies and standards
- Communicate with school as set out in the Communication Policy

Parents are expected to support their children by assisting Academy staff to implement this and all other policies. Parents will receive regular communication on the behaviour, performance and wellbeing of their children.

**Social Media** - It is the responsibility of parents to deal with any issues on social media that occur outside of school hours, weekends or during the holidays. This will not be dealt with in school. Parents/carers are recommended to ensure students are only using age-appropriate apps and social media platforms. When issues do occur, we recommend parents/carers take screenshots before deleting messages/pictures/apps and that these are shared with the police if appropriate.

The year team will investigate and deal with any behaviour that occurs in school or on the school bus. If parents/carers want to share screenshots with us to provide context to behaviours in school, we will take this into account, but they will not be investigated or dealt with by school.





## Expectations in KS4 Alternative Provision

Should a student be placed in alternative provision, additional expectations and checks will be made:

- Phones will be handed in and stored safely until the end of the day
- Uniform will be checked – students refusing to wear full correct uniform will be sent home to change. If they choose not to return in correct uniform, this will be recorded as an unauthorised absence
- Students may be able to join their year group for break/lunch, following 2 successful lessons
- If a student receives a C3 in a lesson, they will go to a 'reflection booth' to work for the remainder of the lesson. They will be given an opportunity to talk about what went wrong and make amends.
- Students will receive a progress phone call each day

## Physical Restraint

Physical intervention in dealing with extremely challenging behaviour will only be used as a last resort and when all other strategies have failed. It will be used when failure to do so would cause immediate danger to self or others. Parents will always be informed if this has been needed to successfully manage a crisis.

## Allegations of Abuse Against Staff

All allegations against staff will be treated seriously and other agencies involved as appropriate. In line with the Academy's safeguarding children policy, all concerns of poor practice or concerns about a child's welfare brought about by the behaviour of colleagues should be reported to the Head. Complaints about the Head should be reported to the Chair of Governors. Investigations will take place according to the Academy's disciplinary protocols will be followed. False allegations against staff will be treated as malicious and considered as attracting a serious disciplinary action at the Head's discretion.

## CCTV and Photographs of Pupils

Formal photographs of all pupils will be taken for the Academy record. These will be used by Academy staff for identification purposes only and, save where required by law, will not be divulged to a third party without parental permission. The Academy operates a Closed-Circuit Television system in the buildings and around its grounds, including the public footpath, to prevent crime, monitor and deal with behaviour issues and help secure the safety of children and staff.

Images from CCTV and formal photographs may be used by the Academy to identify pupils and staff in connection with the above but will not be passed to or viewed by a third party who is not an employee without the permission of the parent or the person themselves if a post 16 student or member of staff. The only exception to this is the police in connection with their role as officers of the law, and this is covered by regulation. The use of images by the Academy and/or the police for the purposes noted above may also be applied to a pupil's journey to and from the Academy.



## Section for staff:

### Saint Benedict Classroom Management

Besides building positive relationships, other key factors in ensuring a positive learning environment are consistency. Therefore, all staff will adhere to the following:

1. All classes must have a seating plan, which should be established at the beginning of the year.
2. At the beginning of every lesson the teacher will 'meet and greet' pupils on the door as they arrive for the lesson, checking and correcting uniform as pupils enter the classroom and making sure pupils are not lingering on corridors. A teacher may be delayed when they move classroom. In this case, pupils will be expected to line up in single file outside the classroom until the teacher arrives. Pupils should remove outdoor clothes and get out all of their necessary equipment including their knowledge book quickly and in silence. A *Do Now* task will be available.
3. During the lesson all teachers will enforce the *One Voice* rule. Silence from the class is expected when the teacher is talking.
4. Teachers will be positive and use recognition and praise.
5. All teachers will use the scripted responses to pre-empt any instances of poor behaviour and use the C system fairly and in accordance with the policy, using the scripted responses.
6. At the end of the lesson the teacher will again dismiss the class in an orderly fashion. Students should pack away and stand behind their chairs in silence awaiting the prayer and then dismissal. Staff should always dismiss pupils on the bell and check uniform as the pupils leave and ensure they follow any one-way system in place.

### Additional Guidance for Staff

All staff should ensure that opportunities are taken to make clear and to reinforce the Academy's expectations. Pupils' successes are celebrated, and positive behaviour and work recognised.

All staff take responsibility for the behaviour and appearance of pupils both in lesson and around the Academy. When in the classroom at the start and end of lessons, teachers should take responsibility for the space immediately outside their classroom ensuring that pupils are arriving to lessons and departing in a calm and orderly manner. When moving between lessons, this means ensuring all pupils are wearing their uniform properly and are moving purposefully and punctually to their lessons.

It is important that all pupils receive the same clear consistent message from staff.

### Strategies for classroom staff

- Planning astutely and setting challenging tasks appropriate to needs of all pupils
- Setting and maintaining high expectations of both work and behaviour
- Use of praise and recognition
- Use of a seating plan
- Use of scripted responses
- Movement of pupil to another seat within a classroom
- Movement to another classroom entirely
- Short time spent outside the classroom to enable student to cool off and/or the opportunity for the teacher to have a quiet word





- Centralised detentions – break, lunch, after school.
- Request for on-call

#### Additional strategies for curriculum leaders

- Isolation from the class for a period of time
- Subject report

#### Additional strategies for Year Teams

- Positive report
- Tutor report
- Head of Year report
- Assistant Headteacher report (RSL for the relevant Key Stage)
- Deputy Headteacher report
- Headteacher report
- Seclusion
- Internal isolation

#### Additional strategies for Leadership Team

- Internal suspension
- Suspension
- Fresh Start at another school
- Alternative provision
- Governor meeting/panel
- Fresh Start Plus at another school
- Permanent Exclusion



## Appendix 1

### BEHAVIOUR: 3 Cs

Please would staff familiarise themselves with the C3 strategy, and endeavour to use the wording in italics below

<b>C1 (Chance)</b>	
Pre-emptive	Non-verbal or silent cues:  <i>Eye contact; nod or shake of head; move closer to pupil if giving instruction</i>
Formal step	"You know our expectations. I need you to stop.... I need you to..." " You are now on a C1"
What happens next	Normal Behaviour Strategies to be used for disruptive behaviour prior to <ul style="list-style-type: none"> <li>• First formal warning given</li> <li>• Improvement = no further action</li> </ul> <b>Log as a negative on SIMS</b>

<b>C2 (Choice)</b>	
Pre-emptive	Un-named spoken response:  <i>"Just waiting for 3 more people. Thank you to those of you that are waiting."</i>
Formal step	"I would like to be able to keep you in this lesson. You need to stop... You need to..." "You are now on a C2."
What happens next	Second formal & final warning given If the issue ends here, teacher to record event on SIMS (Events C2), before 3:15 pm C2 detention issued with an opportunity for restorative conversation Office to send text message at 3.30 pm Pastoral Support Assistant (PSA) actions a message to students informing of break time restorative conversation. If the detention is not completed, an after school detention will be generated. 5 negatives in a half term = form tutor call home and put on Form tutor report. Form tutors to speak to pupils the following day after receiving a C2. Form tutor calls home when 2 x C2s are received in a half term.



<b>C3 (Consequence)</b>	
Pre-emptive	Named, spoken response:  <i>"Sarah, we are waiting for you to be ready. Thank you."</i>
Formal step	"I understand that you are struggling; I am happy to help you. However, right now I expect you to..." "You are on a C3. Please gather your things and wait for oncall."
What happens next	(IF FINAL WARNING IGNORED) "On-call" requested by phone or via On-call app On call staff take pupil to Opportunities Room (OR) to complete reflection log Pupil to stay in OR until a PSA/Chaplain/HoY has had a restorative conversation and walks them to the lesson once they are calm enough to do so (this must not be the lesson they have been removed from, but may be the following lesson) Reflection log to be stored in OR until taken by year team. Teacher to record event on SIMS (Events C3) before 3:15 pm PSA send message home to inform parents/carers of C3 and after school detention.

## Appendix 2

### BEHAVIOUR: Lates

<b>Triggers</b>	<b>Restorative opportunity</b>	<b>Detention</b>
2 or 3 in one day	Break time conversation in year office	After school in OR, 1 hour
4 or 5 in one day	-	After school in OR, 1 hour
2 lates in one week (not on same day)	Break time conversation in year office	After school in OR, 1 hour
Hit 2 Triggers in a week	Punctuality report – perfect punctuality until detention wipes detention	Senior Staff Detention

## Appendix 3

### Sanctions

NextStep1 is the sanction for the behaviour. This would only move to NextStep2/3 if the previous sanction is not attended or the student does not follow instructions during the sanction.



An after school detention would be issued for unsafe or disruptive behaviours not covered by the other sanctions.

<b>Types</b>	<b>NextStep1</b>	<b>NextStep2</b>	<b>NextStep3</b>
C2	Restorative conversation break	After School Detention	Half day in OR
Homework not completed	Lunch time detention	After School Detention	Half day in OR
Expectation Card Failure	Restorative conversation , break	After School Detention	Half day in OR
Late6	Restorative conversation break	After School Detention	Half day in OR
C3	After School in OR	Half day in OR	
After School Detention	After School Detention	Half day in OR	
Refusing to borrow PE kit	After School Detention	Half day in OR	
Truancy	After School Detention	Half day in OR	
Refusal to follow instructions	Lunch time detention	After school Detentions	Half a day in OR
Rudeness to staff	Lunch time detention	After school Detentions	Half a day in OR