



**South Bromsgrove High**  
Inspiring Confidence Through Learning

# **South Bromsgrove High**

## **Behaviour Policy**

**Adopted by the Governing Body**  
**Reviewed by the Governing Body**  
**Next Review**  
**Policy responsibility**

**November 2009**  
**August 2020**  
**September 2021**  
**Deputy Headteacher –**  
**Pastoral & Welfare**

**South Bromsgrove High is committed at all times to the highest standards in protecting and safeguarding the welfare of the young people entrusted to its care and aims always to realise its mission to provide a safe and supportive environment where there is an expectation that students behave responsibly, safely and respectfully.**

### **Aims**

- To create a culture of exceptionally good behaviour, kindness, tolerance and empathy.
- To ensure that all learners are treated fairly and shown respect, to promote good relationships.
- To encourage learners to be responsible for their behaviour and the consequences of it.
- To build a supportive and cohesive community through improved relationships.
- To ensure that excellent behaviour is a minimum expectation of all students.

### **Purpose**

The purpose of this policy is to provide simple, practical procedures for staff, learners and parents/carers that:

- Positively reinforce behavioural norms
- Promote self-discipline and self-esteem
- Teach appropriate behaviour through positive interventions
- Promote the use of restorative principles and practice

### **Legislation and statutory requirements**

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

- Behaviour and discipline in schools
- The Equality Act 2010
- Searching, screening and confiscation at school
- Use of reasonable force in schools

It is also based on the Special Educational Needs and Disability (SEND) code of practice.

### **Expectations**

Students should be:

- Ready – be on time to school, wear correct uniform, have appropriate equipment for lessons
- Respectful – use appropriate language, show kindness and respect to others, listen to others
- Safe – move calmly around the building, follow instructions

## Practice and Procedures

1. South Bromsgrove High believes that behavioural issues need to be dealt with by appropriate staff as close to source as possible. A staged approach and the Behaviour Framework and Blueprint provide clear guidelines on staff responsibilities, defines poor behaviour and the appropriateness of actions and consequences. This procedure will apply to student behaviour on and off-site whilst they are representing the school.
2. BROMCOM is used to record in detail, all incidents of poor and positive behaviour, to provide concise student behavioural records. Parents are able to access behavioural information on their children using the BROMCOM parent log in.
3. Positive behaviour will be rewarded with phone calls home, postcards, praise, school awards, letters and house points.
4. In instances of poor behaviour, sanctions might include detentions, re-routes, inclusion, confiscation or exclusion.
5. A well organised, staffed and resourced Pastoral Detention (lunchtime and after school), SLT Detention (after school) and Inclusion System operates in school to provide a 'certainty' to the consequences embedded within the Behaviour Framework.
6. Students will be placed on a staged reporting system dependent upon the nature of the action and how much intervention has already occurred.
7. Student Support and an 'on call' member of the Senior Leadership Team are available to deal with any call outs from staff during lesson time.
8. Parents will be kept informed of any concerns with their child's behaviour via subject teachers and the pastoral system. They will be encouraged to work with the school and their child to overcome the behaviour problems.
9. The school fully supports the Worcestershire County Council Education Guidance on the Use of Positive Handling Strategies to Control or Restrain Pupils.
10. The school is committed to following Worcestershire County Council Safeguarding Children Board Child Protection Procedures in order to ensure the welfare of all students. We will endeavour to build relationships with local agencies in order to ensure continuing confidence and trust in the school as a caring and fair institution.
11. The school recognises its legal duty under the Equality Act 2010 and in respect of safeguarding and supporting students with special educational needs. Consequently, our approach to challenging behaviour may be differentiated to cater to the needs of the student.
12. Individuals who cannot comply with the Home School Partnership (Appendix B) and Behaviour policy: coronavirus addendum (Appendix C) will be at risk of being sent home and this will be recorded as a temporary exclusion in accordance with the school's Exclusion Policy.

### **Policy links**

This policy links with a number of other school policies including:

- Exclusions
- Shared Respect Policy
- Safeguarding Policy

<b>Date Policy agreed</b>	June 2020
<b>Review Date</b>	June 2021
<b>Staff responsible for the Policy</b>	Deputy Headteacher – Pastoral & Welfare
<b>Link Governor</b>	Alyson Jewson



## **Our Value Message**

*To develop polite, well rounded and resilient young people who, through hard work and determination, make excellent progress.*

**"This is how we do it here"**

***When adults change, everything changes.***

CALM, CONSISTENT ADULT BEHAVIOUR

FIRST ATTENTION TO BEST CONDUCT

### **Visible Adult Consistencies**

1. Meet & greet
2. Headteacher/SLT at gate
3. Visibility of staff around the building and on duty

### **Rules**

1. Ready
2. Respectful
3. Safe

### **Over & Above Behaviours**

1. Phone call home
2. Postcards/ email home
3. Praise

### **Stepped Sanctions**

**TELL YOURSELF  
"YOU'VE GOT THIS!"**

1. **Reminder** – Ready, Respectful, Safe
2. **Caution** – Explaining that there will be a sanction to follow
3. **Last chance** – 30 second script
4. **Time out** – Take back time
5. **Restorative conversation** – To take place as soon as possible

### **Microscript**

#### **30 Second Intervention**

**CHECK IN WITH YOURSELF  
CHECK YOU ARE CALM  
CAN I DO THIS?  
YES, I'VE GOT THIS**

I have noticed that.....we are halfway through a lesson and you have not completed any work. During the last lesson you completed some very good work, so we know you can do this. You know the school rules and you are not showing me ready. This is your last chance, if when I return, you have not started your work there will be a sanction. There is no choice about rules and sanctions. There is a choice about your behaviour.

**WALK AWAY TO EXPECT  
COMPLIANCE.**

### **Restorative Questions**

1. What has happened?
2. Who has been affected?
3. How have they been affected?
4. What needs to happen to make things right?
5. What will we do differently next time?
6. Re-affirm your commitment to the relationship

## **Students**

### **I will:**

- arrive each day ready to do the best I can at all times, in class and with homework
- arrive on time, and no more than 5 minutes before my staggered start time and go straight to my designated room
- enter and leave the school through the door that I have been told to and sanitise my hands on entry
- attend regularly and be punctual to school and lessons, properly equipped and in the correct uniform.
- only go to the rooms that I am directed to and sit in the seat that I am told to
- not leave my designated classroom without permission.
- only use the corridors necessary to get to a classroom – I will not loiter in corridors
- use hand sanitiser on arrival to school, when told to do so, and regularly throughout the day to maintain good hand hygiene
- bring pens to use and not share equipment or ask to borrow equipment from other students. I know that school will not be able to provide me with basic equipment.
- show a caring and courteous attitude to others within the school community
- behave in a way which shows I am proud to be a member of the South Bromsgrove school community, both inside and outside of school
- listen to and follow instructions from all staff straight away, without argument or requiring an explanation, following the school rules: Ready, Respectful, Safe
- follow social distancing measures and not compromise the personal space of staff or other students
- not congregate with other students, either in school or on the way to school
- sit down when in the dining hall unless entering, exiting or queuing for food
- show respect for the school environment by playing my part in keeping it safe, clean and tidy
- complete all of my classwork and homework on time and to the very best of my ability
- actively engage with my learning, respond to teachers' feedback and take responsibility for achieving my targets for improvement
- fully engage with online learning if school closes. This means checking Satchel every morning for the work posted and actively participating in Microsoft Teams lessons that run in conjunction with your timetable
- complete all work set through Satchel if I have to stay at home to self isolate
- use the 'catch it, bin it kill it' approach for coughs and sneezes in school
- tell someone immediately if I feel unwell
- if I do not follow what is set out here, or refuse to follow the instructions of a member of staff, I will be sent home. I understand that in these circumstances, second chances and warnings are not possible as they risk other people's safety.

## **Families**

### **I/We will:**

- ensure my child fully understands the code of conduct and what is expected of them in school
- actively support the school in promoting the behaviour, standards and values which lie at the heart of the school community
- ensure that my/our child attends school regularly, arrives to school on time, properly equipped to learn and in the correct uniform
- monitor my/our child's progress through the student planner and exercise books
- will ensure that my/our child engages fully in online learning if the school closes or if they have to self isolate
- engage with consultation sessions and relevant information evenings when appropriate, including virtual events
- keep the school informed of matters which may be affecting my/our child's performance or attitude
- ensure that all holidays are taken during school holiday time
- inform the school on the first day of any absence
- not send my child to school if they show any symptoms of Covid-19 and arrange a test as soon as possible
- not send my child to school if anyone in the household has Covid-19 symptoms and arrange a test as soon as possible
- not send my child to school if they have been instructed to self isolate by NHS Track and Trace
- inform the school promptly of any change of home contact details
- ensure that all communication with the school is undertaken in a respectful manner
- support the behaviour policy, which includes the use of detentions during and after school
- support the measures being put in place for student's safety in school
- if my/our child does not follow what is set out here, or refuses to follow the instructions of a member of staff, I understand that they will be sent home. I understand that in these circumstances, second chances and warnings are not possible as they risk other people's safety

## **Staff and Governors**

### **We will:**

- treat students fairly, modelling mutual respect for all members of the school community
- provide an inclusive environment where all students feel safe and understand how to stay safe
- demonstrate that each student is valued as an individual
- ensure that effective teaching and learning takes place, to best meet the individual needs of all students
- ensure that assessments indicate targets or strategies for improvement
- inform you at an early stage if there are concerns about your son/daughter so you can discuss them with us
- help your son/daughter to realise their potential
- work towards our vision and uphold our values to develop polite, well rounded and resilient
- young people who, through hard work and determination, make excellent progress
- provide opportunities for students to develop character through a range of extra-curricular activities, trips and out of class experiences
- put in place robust planning to ensure that students are fully prepared for their assessments and examinations
- ensure there is a pastoral programme to support students wellbeing
- ensure enhanced cleaning takes places
- put in place plans for online learning should the school be required to partially or fully lockdown. This means that teacher will set work daily on Satchel and hold lessons on Microsoft Teams. If a student is self-isolating, work, will be set for them on Satchel
- ensure that there is a robust risk assessment, which is regularly reviewed, and appropriate protective methods are put in place

**Appendix C - Behaviour policy: coronavirus addendum**  
**Wider return of pupils**

This addendum applies until further notice.

It sets out changes and exceptions to our normal behaviour policy. Students, parents and staff should continue to follow our normal behaviour policy with respect to anything not covered in this addendum.

We may need to amend or add to this addendum as circumstances or official guidance changes. We will communicate any changes to staff, parents and students.

**1. Introduction**

1.1 Following schools being closed to the majority of students, the Department for Education have announced a full return for all students to Secondary Schools as of September 2020.

1.2 This policy appendix is guided by the Department for Education Guidance released throughout May, April and June, July 2020 regarding the re-opening of schools and other education establishments.

1.3 This policy appendix is specifically intended to:

- ensure the safety of every member of staff and student during this time
- encourage young people to take responsibility for their behaviour during this time
- tackle incidents/instances of poor behaviour effectively and fairly during this time
- allow teachers to feel safe and supported during this time
- foster an environment where all members of the school community respect and adhere to the social distancing guidance during this time

1.4 The information in this policy will be communicated:

- to students – as part of their return to school in September
- to teachers – in the training day on Tuesday 1st September
- to parents/carers – in the relevant section of the school's website and through the Home School Partnership Agreement

**2. Expectations for students in school**

2.1 When students are in school, we expect them to follow all of the rules set out in our Home School Partnership Agreement (Appendix B) to keep themselves and the rest of the school community safe.

2.2 Staff will be familiar with these rules and make sure they are followed consistently.

2.3 Parents should also read the rules and ensure that their children follow the new procedures that have been put in place. In addition to this, all Parents and Students need to have signed and returned our Home School Partnership Agreement (Appendix B).

**3. Rewards and sanctions for following rules**

3.1 To help encourage students to follow the above rules, positive behaviour will be rewarded with phone calls home, postcards, praise, school awards, letters and house points.

3.2 Any student behaving in a way that does not meet the school expectations will be dealt with as per the Behaviour Framework and Blueprint.

3.2 Any student that displays behaviours that demonstrate they are not willing to cooperate with us in maintaining a safe environment during this period of the wider return to school, will be deemed to have committed a breach of the behaviour policy. They will therefore be at risk of being sent home and this will be recorded as a temporary exclusion in accordance with the school's Exclusion Policy.

3.3 The following are some examples of what we consider to be unacceptable behaviour specific though the list is not exhaustive:

- refusing to sanitise hands
- not moving directly to the allocated classroom
- deliberately not using the one way system around school
- deliberately making contact, or attempting to make contact, with another person
- deliberately moving within 2 meters, or attempting to move within 2 meters, of another person
- deliberately and unnecessarily performing actions associated with symptoms of Covid-19 or actions known to encourage the spread of Covid-19, for example but not limited to, coughing and/or sneezing

#### **4. Changed rules**

Until further notice, we will alter the following school rules:

- Expectations for attendance – the [latest government guidance](#) says attendance will be mandatory from September. However, each Year Group has a specific allocated start and finish time, as well as an entry and exit point.
- Expectations for uniform – From September 2020, all students must wear full uniform to school and follow normal school rules on uniform, apart from on days when they have PE. When a student has PE they are permitted to wear their school PE uniform for the duration of the day.