

**John
Cabot
Academy**

**Behaviour,
Rewards &
Sanctions Policy**

Date Adopted: September 2015 , John Cabot Academy
Review Date: 14 February 2016

POLICY STATEMENT

At John Cabot Academy we have the highest expectations for behaviour both inside and outside of the classroom. We believe that every student has the right to learn and that their learning experience should be positive, supportive and challenging. In order to ensure this, we operate a system called 'Lessons Are For Learning' which requires all members of the Academy to behave in a way which promotes success for all. The code of conduct is simple: Respect, Aspire and Effort. If all members of the school follow these guidelines we know that we can put 100% of our focus into improving the progress and therefore the attainment of our students.

Implementation Date

September 2015

Review period

Annually

Date policy last reviewed

14 February 2016

Person responsible for policy

Vice Principal

Rewards

We use Sims attendance marks to record daily levels of effort and good behaviour. Students will be rewarded for positive behaviour for learning in the classroom every day in every lesson. By being on time, working hard and making an effort, students will automatically be awarded points for their Community. By working hard to make exceptional progress they can be given extra rewards and, if they are always making excellent effort, they will have the opportunity to gain these extra Community points in every single lesson throughout their day at the Academy.

Points are also awarded for excellent attendance, Community competitions, sporting and other extracurricular efforts, acts of kindness and support to others, positive representation of the Academy and for excellent behaviour. At the start of each academic year, the Community that has accumulated the most points over the previous academic year will be rewarded with a treat, such as a film and popcorn afternoon, to enjoy together.

Students can also earn rewards such as iTunes tokens, Amazon vouchers and money off school trips for positive contributions to Academy life – this would usually be in the form of high Community points earnings. Students also have the opportunity to take part in prize draws – if they are high points scorers they are automatically entered for a draw each term where they can win a reward if their name is picked from the raffle.

Sanctions

Our sanctions policy is in place to ensure that all students are able to access learning and to enjoy their time at school. If a student chooses to behave in such a way that others are at risk of harm, either physically or emotionally, or so that they disrupt the learning of others, then that student may be sanctioned or monitored more closely in order to help them manage their behaviour. We have several ways of doing this which are outlined later in this policy.

Support

If a student has been the victim of disrespectful behaviour parents/carers will be informed and the student can access support from their tutor, Heads of Community or Student Support workers. If the student feels that this is more than a 'one off' we may consider approaching the situation as a case of bullying (see anti bullying policy) and may wish to put a support plan in place for this student.

Parents/carers and other staff will be kept informed if this is the case. We may link to external agencies in order to provide the best possible support for a student.

If a student has repeatedly demonstrated disrespectful behaviour of any sort we will arrange for parents/carers to come into the Academy so that we can put together a support package for that student. Details about the 'Behaviour Stages' can be found below. If a student has been sanctioned in line with this policy we may choose to inform other students and parents/carers about the nature of this sanction.

Disrupting the learning of others

John Cabot Academy will not tolerate behaviour that disrupts the learning of others in or out of the classroom. We believe that a student should only need to be asked once to not repeat a disrespectful or disruptive action.

Behaviour Management in lessons

Students and teachers can refer to the 'in your lessons aim for a score of...' posters which are displayed in all teaching spaces (appendix 1) which describe the expectations for students in and out of lessons. Students working well can be considered to be working at a '1' or a '2'. We operate a policy whereby students will be told when they are and are not meeting the expectations of the classroom. There are consequences for behaviour types - rewards for positive ones which contribute to learning and sanctions for negative ones which disrupt the learning of anyone in the classroom (or any behaviours not deemed to be respectful). The number scoring for lesson registration allows teachers, students and parents/carers to closely monitor levels of effort and behaviour. A student who is at risk of disrupting learning or lacking respect for others can be warned by being given a '3' and encouraged to work back towards a '2' or a '1'. One repetition of poor behaviour will result in a '4' that triggers a sanction. Where a student severely disrupts learning or severely demonstrates disrespect to others, the student can receive an immediate '4' without a warning that will result in a sanction.

Behaviour Management outside of lessons

If a student behaves in a way which is disrespectful at social times or in between lessons they can expect to be sanctioned in line with the procedures described above. A member of staff will explain to them what aspect of their behaviour is disrespectful and will sanction them.

If a student behaves in a way that is dangerous at social times or in between lessons, they will be sanctioned immediately by a member of staff. If a student chooses to behave disrespectfully outside of Academy time, the Academy may or may not choose to get involved, depending on the nature of the situation and other people involved. If a student behaves disrespectfully while on a school trip, on the journey to and from school or while wearing the Academy uniform, they can expect to be sanctioned in line with this policy.

Referral

If a student is awarded a '4' they will be referred and placed in another room with a senior member of staff. This may mean that they miss out on practical work and group work but will not be in a position to disrupt the learning of others. Students who are referred are expected to work under exam conditions at a level of '1' or '2'. Students who demonstrate they can work at a level of '1' or '2' in will be allowed to return to lessons. Any decision regarding greater sanctions or exclusion will always be made in consultation between the Principal and Vice Principal and will use the sanctions ladder as a benchmark of appropriateness of sanction (see appendix 2). Staff members are provided with a flow chart to ensure consistency in approach – this can be found in appendix 3.

Behaviour stages

When a student has accumulated three referrals, the student's Community Team will invite parents/carers in for a meeting and, if a student frequently demonstrates disrespectful behaviour, then they will be placed on one of our behaviour stages which range from 1 – 4 (see appendix 4). Parents will be spoken to in the first instance; if behaviour does not improve within the initial agreed period (up to six weeks maximum) then they will be escalated to the next stage. Students who are on stages 2 and 3 will have regular meetings and/or home contact with parents and members of the Inclusion team, usually their Head of Community.

If a student gets to stage 4 they will be at risk of a negotiated transfer to another school or of permanent exclusion from school and the Principal and Vice Principal will be involved in their programme of support.

If a student commits a very severe one-off breach of the Academy Behaviour Policy, such as seriously endangering the lives of self or others, the Academy may need to consider a Permanent Exclusion (PEX). Consideration of a PEX is undertaken by the Principal in consultation with the Academy's Governing body and is never undertaken lightly but as a last resort.

Searching, screening and confiscation

The Academy will exercise its statutory power to search students or their possessions where there are reasonable grounds for suspecting that the student may be in possession of a prohibited item. Prohibited items as stated by the DfE include:

- Knives or weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco, cigarette papers and other smoking material
- Fireworks

- Pornographic images
- Any article that the member of staff reasonably suspects has been or is likely to be used to commit an offence
- To cause personal injury to, or damage the property of any person (including the student)

At all times the Academy will undertake a search with two members of staff present and seek the student's consent. The student will also be present during the search. However, in some cases it may be necessary to conduct a search of student possessions without consent.

In the event that the Academy has reasonable grounds to believe a student is in possession of controlled drugs, weapons or items which are evidence of an offence, police advice and support will be sought.

In the event that the Academy finds controlled drugs, weapons or items which are evidence of an offence, these will be passed to the police.

The Academy adheres to the DfE guidance on Searching, screening and confiscation which at the time of writing is found at https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/444053/Searching_screening_confiscation_advice_Reviewed_July_2015.pdf.

Use of reasonable force

The DfE provides advice on the use of reasonable force stating that schools can:

- remove disruptive children from the classroom where they have refused to follow an instruction to do so;
- prevent a student behaving in a way that disrupts a school event or a school trip or visit;
- prevent a student leaving the classroom where allowing the student to leave would risk their safety or lead to behaviour that disrupts the behaviour of others;
- prevent a student from attacking a member of staff or another student, or to stop a fight in the playground; and
- restrain a student at risk of harming themselves through physical outbursts.

The Academy will only ever take these steps in the above circumstances and as a last resort where de-escalating techniques fail and the level of challenging behaviour is extreme.

Staff will only attempt to use reasonable force if they have received the correct training or are assisting a trained member of staff.

The Academy will make reasonable adjustments in the event of disabled children or students with Special Educational needs.

The Academy will inform parents in the event of having to use reasonable force and all staff who witness this will write an account separately. This account will be sent individually to the most senior member of staff not directly involved in the use of reasonable force.

More information from the DfE can be found at <https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>