



# **Behaviour Procedures**

## **School year 2023/24**

## **Behaviour Procedures**

### Statement of Intent

As part of the Greater Manchester Education Trust the school's core values embrace a culture of respect, fairness, social and moral responsibility, diversity and inclusion. For effective teaching and learning to take place, good behaviour in all aspects of school life is vital and as a school we strive for excellence and have high standards and expectations of all our students. We seek to create a caring and learning environment in the school.

A key element of achieving positive behaviour is parental/carer support and involvement. By communicating regularly and sharing information we can work together to raise attainment and progress for all.

### The School's Power to Discipline

The school has a statutory power to discipline students for breaches of school rules, failure to follow instructions or other unacceptable conduct.

- All teachers and other staff in charge of students have the power to discipline.
- The Academy Headteacher may limit the power to apply particular sanctions to certain staff and/or extend the power to discipline to adult volunteers.
- The school can hold detentions out of the school's normal hours, weekends (with some exceptions) and non-teaching days without parental/carer consent.
- The school can confiscate items (including retention/disposal) where reasonable and appropriate.
- The school has a statutory power to discipline students for misbehaviour outside of school premises.
- Separate legal provision inserted into the Education Act 1996 makes it lawful for named school staff to search suspected students for knives or other weapons without consent.
- School staff have a statutory power to impose sanctions.
- Sanctions must be reasonable and proportionate to the circumstances.
- Sanctions will take account of the student's age, and special educational needs, disability and religious requirements affecting the student.

### Targets and Rewards

It is the responsibility of every student and their parents/carers to strive for no behaviour consequences at all times. Student behaviour is continuously tracked and celebrated through behaviour data, Gold Awards, Progress Reports, assemblies, briefings and notice boards.

### Behaviour Consequence System

- **Formal Warning** - If a student is not following the school's standards and expectations regarding behaviour, in or out of class, a formal warning will be given

- **C1** – If the wrong choice is made, after the student has been given the opportunity to make the right choice, a C1 will be given
- **C2** – If a student continues to make the wrong choice, a C2 will be given
- **C3** – If their behaviour fails to improve and they continue to make the wrong choice, a C3 will be given, resulting in an after-school detention of 30 minutes
- **C4** – If a serious wrong choice is made, a C4 (internal or alternative site exclusion) or a suspension or permanent exclusion will result

Truantiing a lesson – If a student truants a lesson a Double C3 will be issued, resulting in an after-school detention of one hour.

Students can also be issued with a social time detention as a consequence of poor behaviour choices at social times (including break and lunch) or lateness to school and / or lessons. This would result in a detention at a break or lunch time.

Any form of bullying or racist incidents will be recorded using the school's tracking and monitoring system.

It is important to note that for serious misbehaviour incidents staff may not give any warnings before issuing a student with a C3/C4

### Behaviour Interventions

If any student is issued with a behaviour consequence or develops a pattern of receiving multiple/regular behaviour consequences the following steps may be taken by school as appropriate:

- A text message/email will be sent to parents/carers to notify their daughter has received a detention or C4
- Relevant year office/staff will meet with the student to discuss their behaviour choices and help support the student to make appropriate behaviour choices moving forward
- Phone calls are made by the relevant year office/staff to parents/carers to discuss a student's behaviour choices
- A student will be placed onto a report to monitor a student's behaviour in lessons over a period of time (see 'Students on Report' for more detail)
- Parents/carers will be provided with regular feedback regarding a student's behaviour (positives and any areas of concern)
- The school will organise parental/carer meetings to discuss any behaviour concerns of their daughter
- An action plan will be developed and reviewed regularly to help support a student to make the right behaviour choices
- A student referral may be made to relevant internal and external agencies to help provide additional support for student behaviour concerns
- A range of interventions may be provided to help further student behaviour (including offsite and Alternative Provision).

### Students on Report

If a student has been placed onto a report, relevant staff will meet with the student to discuss the reasons why they are on report and to set clear targets for improvement for the student. Parents and carers will be notified if a student has been placed onto report. Parents/carers will also be provided with regular feedback regarding a student's behaviour whilst on report including positives and areas for concern.

A student may be placed onto the following reports to help monitor and track their behaviour over a period of time.

1. **Manchester United Foundation** – Mentoring Report
2. **Positive Reports**
3. **Year Coordinator Report** – general concerns or a student has received at least 3 C3s or 1 C4
4. **Head of Year Report** – a student has received at least 5 C3s or 1 C4
5. **LPE Report** – increased seriousness of behaviour consequences
6. **SLT Report** – behaviour incidents continue to escalate and/or suspensions