



Alderman White School

A member of The White Hills Park Trust

Behaviour Policy

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Update March 2021

As we return to full re-opening following the most recent lockdown, we have reviewed our behaviour policy and made amendments to reflect changes issued by the Government relating to managing the safe return of all students to schools during the Coronavirus pandemic. A summary of changes can be found in the addendum on page 27 of this document.

1 Introduction

1.1 Statement of Principle:

All students at Alderman White School are entitled to a safe, secure environment and ethos conducive to effective learning. Good behaviour underpins the success of a school and we expect all students to demonstrate high standards of behaviour at all times. We recognise that some students experience difficulties and we will do all we can to support them but every student is expected to do their very best. All incidents of unacceptable behaviour will be dealt with in a fair and appropriate way.

This policy sets out clear expectations for our students, staff and local community. It clarifies the sanctions that will be in place for any deviation from our high standards and expectations. Please note that Alderman White School reserves the right, at any time, to respond to any incident in a manner that best serves the interests of our students, staff and community.

Staff, students and parents should be clear of the high standards of behaviour expected of students at all times, as detailed in this behaviour policy.

1.2 Behaviour responsibilities

The Headteacher and Senior Leadership Team are responsible for the implementation and day-to-day management of this policy and procedures and all staff are responsible for ensuring the policy is adhered to and consistently applied. The Deputy Headteacher leads on behaviour at Alderman White School and should be the main contact where there is any questions, feedback or concerns.

Staff have a responsibility, with the support of the Headteacher, for creating a safe and secure learning environment with students and staff safety at the forefront.

1.3 COVID-19 related changes

In these very difficult and unprecedented times, behaviour and safeguarding of our students is still at the heart of our policy and practice at Alderman White School.

Despite the current challenges we face, it is still our policy to continue with our high standards and expectations of all students and to take our students' health and welfare seriously. We have made changes to the behaviour policy in light of the COVID-19 pandemic which have now become an integral part of the ongoing policy.

It is important that every student and staff member takes personal responsibility and listens to and adheres to the measures implemented to keep themselves and others safe during the COVID-19 pandemic. We want to work in partnership with Parents/Carers to ensure if there is a need for their child to attend school, they stay safe in accordance with the COVID 19 measures and achieve their full potential.

This policy will be reviewed regularly and changes communicated to stakeholders.

1.4 Policy Aim

Our main aim is to provide a safe and secure learning environment where teachers can teach effectively and students are able to learn. This policy will outline how we will achieve these aims.

This policy will identify behaviour expectations in relation to:

1. all students working on the school site
2. students working at home due to a local lockdown (and temporary school closure) or a requirement to self-isolate/quarantine

1.5 DFE Behaviour guidance

This policy is in line with DFE Guidance around behaviour and discipline which specifically states that:

- Teachers have power to discipline students for misbehaviour which occurs in school and, in some circumstances, outside of school.
- The power to discipline also applies to all paid staff (unless the headteacher says otherwise) with responsibility for students, such as teaching assistants.
- Headteachers, proprietors and governing bodies must ensure they have a strong behaviour policy to support staff in managing behaviour, including the use of rewards and sanction.
- The proprietors of Academies have a duty under paragraph 7 of Schedule 1 to the Education (Independent School Standards) (England) Regulations 2010. They must ensure that arrangements are made to safeguard and promote the welfare of students.
- Teachers have statutory authority to discipline students whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction (Section 90 and 91 of the Education and Inspections Act 2006).
- Teachers can discipline students at any time the student is in school or elsewhere under the charge of a teacher, including school visits.
- Teachers can also discipline students in certain circumstances when a student's misbehaviour occurs outside of school bringing the school into disrepute.
- Teachers have the power to impose detention outside school hours.

- Teachers can confiscate students' property including mobile phones and headphones.

2. Supporting students

Children and young people may experience a wide range of difficulties which can impact upon their behaviour in school. There is a range of support that they can access and we encourage them to talk to their parents initially but also the following staff in school via email:

- Tutor
- Progress Leader
- Dave Farnie: Designated safeguarding Lead
- Maria Owens: Deputy Designated Safeguarding Lead
- Any member of SLT

Concerns can be reported using the following email address:

Studentsupport@aldermanwhite.school

2.1 Supporting students during COVID-19 pandemic

We will continue to support students during the COVID-19 pandemic and where students are at home due to self-isolation, quarantine or a local lockdown, we will liaise with parents, and the students themselves, regularly to check on their welfare.

Upon a return to school, we understand that students may need support and guidance in meeting behaviour expectations. We will therefore prioritise building relationships, re-establishing trust and ensuring there is an understanding about any changes to rules and expectations. We will offer support for all pupils and prioritise additional support where it is needed most.

3. Code of conduct – Rules and Expectations

We have high expectations of all of our students as we believe good behaviour supports a culture of learning where all can reach their potential.

All students and staff are expected to follow the general rules set out by the school. This relates to normal school opening and during partial school closure, quarantine or self-isolation during the COVID-19 pandemic.

3.1 Uniform

Students must wear school uniform. Due to the COVID-19 pandemic, the uniform guidelines have been changed for 2020. Students must therefore wear the following:

- Black leather shoes
- Black school trousers
- White school shirt which buttons to the collar
- Plain black school jumper (or black jumper with school logo)

Optional:

- School blazer
- School tie

In the event that a student wears an item that is not permitted as part of the school uniform, the item will be confiscated and collected at the end of the day. Repeated failure to follow school uniform rules, may result in additional sanctions including isolation.

3.2 Expectations

Students are expected to:

- arrive on time for school.
- come to school ready to learn by being on time and having the correct equipment
- respect staff, students and visitors
- use polite language
- follow instructions first time
- cooperate with others
- listen carefully and work to the best of our ability
- move around the school sensibly and care for our environment
- make sure IPODs, MP3 players, mobile phones or similar electronic devices are not seen or heard on the school premises
- aim to 'self-regulate' their own behaviour

3.3 Where expectations are not met

Classroom teachers and tutors deal with most incidents of poor behaviour such as those identified below:

- uniform issues
- lack of equipment
- homework
- low level disruption
- poor work rate
- lateness
- chewing, eating
- jewellery
- mobile phones/IPODS/MP3 players
- inappropriate behaviour outside the classroom, non-attendance to lessons
- confiscation of any item that is prohibited (including mobile phones). *Students will collect at the end of the day. Repeat offenders will be sanctioned appropriately.*

3.3.1 On Call

On-call should be sought immediately for the following:

- continued disruption to learning
- verbal/physical abuse of staff
 - verbal/physical abuse of fellow students
 - racial/sexual harassment
 - illegal or suspected illegal substances
 - fire alarm breaches
 - Weapons or inappropriate items in school
 - criminal damage
 - physical assault
 - dangerous behaviour
 - refusal to go to another classroom
 - or any other incident considered serious & potentially or actually affecting the safety of others at the discretion of the Headteacher, SLT or class teacher. These incidents may relate specifically to COVID-19 (e.g refusing to maintain social distance)

3.3.2 What happens next?

- Log incident and action taken on Bromcom (can be viewed by parents/carers)
- Relevant action as necessary by Department/Year Team
- Progress Leaders refers to SLT as necessary
- Relevant action by senior member of staff as necessary
- During an investigation into an incident the student/s may be asked to write a statement

3.4 Electronic Devices

Mobile phones and other electronic devices (e.g. MPS, headphones) should not be visible (or heard) on the school site. Where a student is seen with a mobile phone in school, it will be confiscated.

1. First confiscation: Phone handed into student services and collected at the end of the school day.
2. Second confiscation: Phone handed into student services and parents must come into school to collect.

A new term starts this process again.

3.5 Smoking on School Site

Smoking (or vaping) is not permitted by any persons on the school site and if this happens, we will deem this a serious breach of the school behaviour policy which could result in a Fixed Term Exclusion.

3.6 Additional expectations and rules during the COVID-19 pandemic

Our expectations remain high for all of our students. We have made some changes to our rules and expectations due to the COVID-19 pandemic which are highlighted below..

3.6.1 Attending the school site

We expect that students **will NOT** attend the site if:

- They have tested positive for COVID-19 and symptoms started in the last 10 days or are ongoing
- They have any of the suspected symptoms.
- They are unwell (this includes but is not limited to; cold symptoms, headaches, sickness and diarrhoea)
- Someone in the household has COVID-19 symptoms (and has not received a negative test result)
- They have had close contact with someone who has tested positive for COVID-19
- They have been asked to self-isolate by the Track and Trace service
- They have returned from abroad within the last 14 days and are required to quarantine
- There is any other reason to suspect they may have COVID-19 and they have not yet received a negative test result

If a child becomes unwell during the school day with suspected Coronavirus, they must be isolated immediately and arrangements made to contact parents and to send them home.

Decisions about whether a vulnerable student or student living with a vulnerable or extremely vulnerable person should attend site will be made on a case by case basis and must be agreed by Dave Farnie (Deputy Headteacher).

3.6.2 Social distancing

Students must maintain at least 2 metres from all adults in school and from other students where possible, especially from those in other year groups (unless you live in the same house).

3.6.3 Arriving at school

- Students to arrive at school under social distancing guidelines
- Students must wash their hands as they enter the school site if they have arrived by public transport
- Tell an adult as soon as possible if you feel unwell and describe your symptoms
- Come to school in the correct uniform and with your equipment (see Section 7 and 8)
- Bring a clean face mask / covering to school each day in a bag to wear in all indoor spaces (unless you are exempt from wearing a face covering).
- Bring a warm, waterproof coat every day – you will be expected to line up outside.
- Walk or cycle to school if possible
- Students will not mix with other students in other year group bubbles

3.6.4 Lesson Rules

All students are expected to follow our normal lesson rules as well as the additional social distancing COVID-19 measures for acceptable behaviour during lessons which are outlined below:

- Students will be strategically placed within the classroom to reduce the risk of infection as much as possible. Students must always sit in their designated seat
- At regular points during the day students will sanitise their work area
- Students are not permitted to get up out of their seats during lessons
- Staff will teach at the front of the classroom and will support students safely maintaining a 2m social distance where possible
- No equipment or drinks bottles will be shared between students or staff as this could increase the risk of COVID-19.
- Students must tell an adult if they are experiencing symptoms of coronavirus.
- Students should continue to wear a face mask throughout each lesson
- Our basic classroom expectations still remain [appendix 1].

3.6.5 Social times – Break time and lunch time

Social times will be managed carefully. Students must remain with their year group social bubble. Students should aim to keep a social distance of 2m. Where this is not possible, they should wear a face mask.

When queuing to buy their lunch from the canteen, students are expected to:

- Maintain a social distance of 1m+
- Wear a face covering

3.6.6 Exiting the school

- Students should sanitise and tidy their own area before leaving their classroom
- Upon leaving the school and in the community on the way home students should remain to adhere to the guidelines around social distancing
- On arriving at home we recommend that students should remove clothing worn at school once in the house and these items should be placed into the washing machine to be washed

3.6.7 Online live lessons

During a partial school closure (during a possible future local lockdown), it may be necessary for teachers to hold live online live lesson using Microsoft Teams. We will have the same high expectations of students during these lessons as we would expect in school.

Lessons will be held in line with the WHP Trust Online Live Lesson policy (April 2020). Behaviour expectations will be reiterated to students at the beginning of the lesson and will be reinforced throughout the lesson.

Where a student records a member of staff teaching a live online lesson without prior knowledge, this will be deemed as a serious breach of the behaviour policy and will be sanctioned as such.

3.6.8 General expectations

Students must:

- Follow our “no physical contact” policy

- Follow the one way systems that are set up in school
- Wash or sanitise your hands frequently including at the start and end of every lesson, before and after eating, when you have been to the toilet and **as soon as you get home**

4 Promoting good behaviour

We expect our staff to promote good behaviour within their own classroom and around the school site. As such staff will:

- Act as a role model for the behaviours we expect to see
- Plan for to support students in behaving well
- Don't be surprised when problems occur – we are working with children who are learning and testing the boundaries of acceptable behaviour
- Our success in managing behaviour should not be judged by the absence of problems but how we deal with them
- Do all you can to avoid:
 - Humiliating – it breeds resentment
 - Shouting often – it weakens your status
 - Overreacting – the problems will grow
 - Blanket punishments – the innocent don't deserve them
 - Over punishing – it reduces options later
 - Jumping to conclusions – avoid punishing what you can't prove
 - blocking a student's exit
- Do all you can to:
 - Use humour – it builds bridges
 - Keep calm – it uses high status and reduces tension
 - Listen – it earns respect
 - Use first names
 - Praise good behaviour
 - Be consistent and fair
 - Use the minimum sanction necessary to achieve your desired outcome

4.1 Promoting good behaviour during COVID-19 pandemic

Behaviour of students returning to school following the partial lockdown may be more challenging due to experiences they may have suffered since lockdown began in March 2020. As a result, we expect staff to spend time re-establishing expectations and boundaries whilst building relationships with students.

4.1.2 Specific measures staff can take to support good behaviour during COVID-19 pandemic

Staff should:

- Always maintain social distance when discussing behaviour with students.
- Role model expectations in relation to COVID-19. In particular, staff should observe social distancing guidelines and regular hand washing.
- Remind and reinforce expectations as outlined by the school in relation to COVID-19.
- Understand that students returning to school may find the transition back into school difficult and may need more support than normal to meet behaviour expectations.

- Be supportive of students whilst maintaining high standards of behaviour.
- We will spend time building relationships to understand reasons for poor behaviour and will implement strategies to help a student to adhere to our expectations. This is particularly important as they return to school after closure due to the COVID-19 pandemic.

5 Recognition

We believe that students thrive in a positive environment where effort is routinely recognised. We want young people to feel proud of their achievements and we recognise our students in a number of ways. Teachers give verbal praise in class and, when work is marked, they seek to give written praise and encouragement.

5.1 Inspire points:

We will recognise and reward students who demonstrate excellence in relation to the values of the school.

Rewards known as 'INSPIRE Points' are awarded by subject teachers in each lesson for:

- Excellent work
- Excellent engagement
- Going above and beyond to help others
- Excellent effort
- Sustained improvement in behaviour, effort or class work
- Taking part in extra-curricular activities
- Being a good citizen

Recognition of excellence is important. We will recognise the success of each child and will communicate these successes to parents via phone calls home, email and text messages. INSPIRE points are recorded on Bromcom by teachers so parents can track points awarded to their child.

5.2 Recognition events

We will hold events to recognise excellence in school:

5.2.1 Year Assemblies

"INSPIRE Points" will be recorded and assemblies will be delivered to recognise students achievement.

5.2.2 Graduation Awards Evening

Alderman White School will hold an annual awards ceremony where students will be recognised within school.

5.3 Recognition during the COVID-19 pandemic

We will continue to recognise student effort during the COVID-19 pandemic. If individual students have to self-isolate/ are forced into quarantine or there is a further partial school closure, we will continue to recognise effort by rewarding INSPIRE points for engagement whilst they are at home.

We will not send postcards home to parents during the COVID-19 pandemic due to the risk of the spread of infection. We will send E-Postcards to recognise effort and excellence.

6 Parents supporting behaviour expectations

Parents and carers are expected to take full responsibility for the conduct and behaviour of their child/children both inside and outside of the school. It is important that parents understand the expectations of their child and support the school in reinforcing these expectations. When a child starts at Alderman White School, parents are agreeing to support the school in reinforcing the expectations outlined in this policy.

6.1 Students

Students are also expected to adhere to the behaviour policy and demonstrate excellent behaviour at all times. Students will be reminded regularly about the expectations outlined in this policy.

6.2 Parents supporting behaviour expectations during COVID-19 pandemic

We will continue to work closely with parents to support students and ensure good standards of behaviour. Parents and carers are to work in partnership with the school in maintaining the new measures linked to COVID 19 and the high standards and expectations of behaviour in line with this policy. We will continue to work with parents remotely.

Where we would normally hold a face-to-face parental meeting, we will either hold a telephone meeting or video meeting on Microsoft Teams or Zoom whilst social distancing remains in place.

7 Significant incidents of poor behaviour

We have an inclusive ethos which is built on strong relationships with students. However, we do recognise that there are occasions when behaviour falls below our expectations and, as a result, a student may receive a suitable sanction. We treat students as individuals and as such we use a range of sanctions which we feel are best suited to the specific incident and student involved.

7.1 Incidents warranting a sanction

Below are examples of unacceptable behaviour that will warrant a sanction. This is not an exhaustive list but outlines behaviours which are not acceptable or tolerated at Alderman White School and will warrant an immediate referral to the SLT on-call and subsequent sanction:

- continued disruption to learning
- verbal/physical abuse of staff
 - verbal/physical abuse of fellow students
 - racial/sexual harassment
 - illegal or suspected illegal substances
 - fire alarm breaches
 - Weapons or inappropriate items in school
 - criminal damage
 - physical assault
 - dangerous behaviour
 - refusal to go to another classroom
 - or any other incident considered serious & potentially or actually affecting the safety of others at the discretion of the Headteacher, SLT or class teacher.

7.1.1 Incidents warranting a sanction during COVID-19 pandemic

If there is an incident that is linked to rule breaking associated with COVID 19 measures a senior leader will act accordingly and sanction in line with the COVID 19 rule breaking sanctions. An example of this is coughing or spitting in the face of a student/staff member or repeatedly, deliberately not following social distancing rules. Specific examples include;

- repeatedly, and deliberately failing to follow social distancing guidance.
- coughing or pretending to cough towards another student/member of staff.
- spitting at another student or member of staff.
 - threatening to spit or cough at another student or member of staff.
 - Repeatedly not following the one-way system.
 - Repeatedly failing to wear a face covering in designated areas.
 - Refusing to wear a face covering in designated areas.

7.3 Detentions

A student may receive a detention at break time, lunch time or after school. After school detentions last one hour. This will give time for the student to reflect upon their behaviour and discuss this with an adult.

If a student fails to attend a detention without permission, they will be isolated the next day in school and will complete the detention set after school following their isolation.

We will always communicate after school detentions of more than 10 minutes with parents via phone call, text message or email.

7.4 Behaviour report

We use a system of school behaviour reports to support students in order to assist them realise their potential.

- White Report used for Faculty/Subject areas
- Yellow for mentors
- Green for Tutors
- Orange for Progress Leaders
- Red for SLT
- On occasions individual reports could be created to meet the specific needs of individual students for example 'Positive Reports'

Students will be graded on their reports as follows:

EX	=	Excellent
GD	=	Good
RI	=	Requires Improvement
CN	=	Cause for Concern

Parents/Carers will be notified immediately if their son/daughter is placed on a report. If a report demonstrates that a student is still failing to meet expectations, this will result in further consequences as listed above.

7.5 Internal isolation

If behaviour falls below our expectation, a student may be internally isolated and will work by themselves and away from the rest of their peers whilst closely supervised by a member of staff. We will inform parents if this is to happen. This sanction will be reserved for serious incidents of poor behaviour or repeated disruption.

If this happens, a student will be expected to stay after school for 25 minutes in order to give time for restorative conversations to take place. In cases of repeated poor behaviour, we reserve the right to isolate students at other schools within the White Hills Park Trust.

Isolation will be closely supervised to ensure high standards of behaviour. During this time community service may be undertaken at the request of a Progress Leader or SLT.

7.6 Behaviour Panel

We will monitor behaviour closely. Where concerns arise a panel of staff will meet to consider appropriate actions to support the student in improving their behaviour. Parents will be informed of the outcome of the initial panel meeting and will be invited to be part of a further meeting with the student where we discuss support measures that will be implemented.

7.7 External exclusions

Exclusions will be issued for serious breaches of behaviour. The decision will be made at a senior level.

A fixed-term exclusion can last up to a maximum of 45 days. A fixed-term exclusion for six days or more will result in students being educated elsewhere within the Trust or other suitable education establishment. A permanent exclusion is only issued for repeated fixed-term exclusions where the student persistently fails to respond, or for one serious incident.

The following incidents may lead to an external exclusion (but not limited to):

- Physical assault against a student
- Physical assault against an adult
- Verbal abuse/threatening behaviour against a student
- Verbal abuse/threatening behaviour against an adult
- Bullying
- Racist Abuse
- Sexual Misconduct
- Suspected or proven drug and alcohol related incidents
- Damage
- Theft
- Smoking or bringing smoking material on to the school site
- Persistent Disruptive Behaviour
- Bringing an offensive weapon or an imitation weapon into school, or using or attempting to use such a weapon in school, or on the way to and from school
- Bringing illegal or suspicious substances into school or supplying or selling, or attempting to supply or sell, such substances in school or on the way to and from school
- The Headteacher will use their discretion where an incident occurs which isn't outlined above.

7.7.1 Exclusions during COVID-19 pandemic

In light of the changes due to the COVID-19 pandemic, students may be excluded for serious incidents of poor behaviour which relate specifically to coronavirus. Examples include but are not limited to:

- Repeatedly, and deliberately failing to follow social distancing guidance.
- Coughing or pretending to cough towards another student/member of staff.

- Spitting at another student or member of staff.
- Threatening to spit or cough at another student or member of staff.
- Repeatedly refusing to wear a face covering in designated areas (unless exempt)

7.8 Managed Moves

The Trust uses Managed Moves as a way of preventing Permanent Exclusions. Managed Moves are used both within the Trust and within the Broxtowe Area to support students who have demonstrated poor behaviour. This is a supportive measure to offer a 'fresh start' at another school.

Reasons for a Managed Moves

- An incident occurs which results in a managed move as an alternative to a fixed-term exclusion
- An incident occurs where it is deemed sensible to provide education at a partner school, under the conditions of a managed move
- A student is offered a managed move as an alternative to a permanent exclusion
- A student is offered a managed move as parents consider a fresh start is needed

We will always meet with parents to discuss a managed move. (During the COVID-19 pandemic meetings may be held remotely.)

7.8 Police Liaison Officer

We have strong links with a range of external agencies including the Police who provide weekly support in the form of a school Police Liaison Officer. They will participate in school life and the school community, becoming part of children and young people's everyday experiences, increasing familiarity, confidence and trust in the police. They will also provide support in dealing with incidents where appropriate and will spend time educating young people in school in order to improve behaviour and also reduce any risks that may be posed outside of school.

8 The power to search, the use of reasonable force and discipline outside the school gates

8.1 Power to search

Staff can search a student for any item that may contravene the school Behaviour Policy (see paragraph on exclusions) .

The Headteacher and staff authorised by the Headteacher have a statutory power to search students or their possessions, without consent, where they reasonably suspect the student has certain prohibited items. The items that can be searched for under this power are knives or weapons, alcohol, drugs and stolen items.

School staff can seize any banned or prohibited item found as a result of a search or which they consider harmful or detrimental to school discipline.

8.1.1 Power to search during COVID-19 pandemic

If we believe during the COVID 19 epidemic that a student is in possession of an item that contravenes the behaviour policy, we have the power to search and will do so in line with our behaviour policy. This will be conducted by a member of SLT who will wear full protective equipment (PPE) and try to maintain social distance throughout. Students must comply with any request for a search and failure to do so will be considered a serious breach of behaviour policy and will be sanctioned as such. Students should empty pockets or bags as requested. Failure to do so is a breach of this behaviour policy.

8.2 Teachers use of reasonable force

8.2.1 What is reasonable force?

- The term 'reasonable force' covers the broad range of actions used by most teachers at some point in their career that involve a degree of physical contact with students.
- Force is usually used either to control or restrain. This can range from guiding a student to safety by the arm through to more extreme circumstances such as breaking up a fight or where a student needs to be restrained to prevent violence or injury.
- 'Reasonable in the circumstances' means using no more force than is needed in the circumstance. As mentioned above, schools generally use force to control students and to restrain them. Control means either passive physical contact, such as standing between students or blocking a student's path, or active physical contact such as leading a student by the arm out of a classroom.
- Restraint means to hold back physically or to bring a student under control. It is typically used in more extreme circumstances, for example when two students are fighting and refuse to separate without physical intervention.
- School staff should always try to avoid acting in a way that might cause injury, but in extreme cases it may not always be possible to avoid injuring the student.

8.2.2 When reasonable force may be used:

DFE guidance stipulates that reasonable force may be used in the following situations:

- remove disruptive students 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.
- restrain a student at risk of harming themselves or others through physical outbursts.

We reserve the right to use reasonable force in line with DFE guidance.

8.2.3 Who can use reasonable force?

- All members of school staff have a legal power to use reasonable force.
- This power applies to any member of staff at school. It can also apply to people whom the Headteacher has temporarily placed in charge of students such as unpaid volunteers or parents accompanying students on a school organised visit.

8.2.4 Use of reasonable force during COVID-19 pandemic

- Members of staff will not be expected to use reasonable force for any reason whilst on the school site. This is particularly important during the COVID-19 pandemic due to the risk of transmission of the virus.
- Staff should 'use their voice' to diffuse any situation that may become/has become physical.
- The Senior Leadership Team will be called immediately if there is a physical altercation (or potential for). SLT will use PPE to reduce transmission risk if the use of reasonable force is required to maintain safety of students or staff on site.

8.3 Discipline outside the School Gates:

Teachers have a statutory power to discipline students for misbehaving outside of the school premises. Section 89(5) of the Education and Inspections Act 2006 gives Headteachers a specific statutory power to regulate students' behaviour in these circumstances "to such extent as is reasonable."

In line with DFE Guidance and the school Behaviour Policy, the school may discipline a student for any misbehaviour when the child is:

- 1) taking part in any school-organised or school-related activity or
- 2) travelling to or from school or
- 3) wearing school uniform or
- 4) in some other way identifiable as a student at the school.

or misbehaviour at any time, whether or not the conditions above apply, that:

- 5) could have repercussions for the orderly running of the school or
- 6) poses a threat to another student or member of the public or

7) could adversely affect the reputation of the school.

8.3.1 Discipline outside of the school gates during COVID-19 pandemic

We will continue to expect our students to behave well in the community and especially on their way to or from school. In relation to COVID-19, we may discipline a student who:

1) risks the spread of COVID-19 by not following COVID-19 guidelines on the way to and from school.

9 The Behaviour Policy in relation to the Equality ACT 2010 in respect of students with SEND

The school acknowledges its legal duties under the Equality Act 2010 and in respect of students with SEND. All incidents are investigated, and reasonable adjustments made for students on the SEND register.

10 Allegations of Abuse against Staff:

Allegations of abuse are be taken seriously, but we will ensure that we deal with allegations quickly in a fair and consistent way that provides effective protection for the child and supports the person who is the subject of the allegation. Every effort will be made to maintain confidentiality and guard against unwanted publicity while an allegation is being investigated. Malicious accusations against school staff are fully investigated and will be dealt with in a fair and consistent manner.

The investigation will be led by the Headteacher or a delegated member of senior staff and appropriate action will be taken if the allegations are found to be malicious and unfounded. Any allegations against the Headteacher will be investigated by the Chair of Governors.

Any investigation involving a member of staff will be reported to the LADO.

Further guidance and additional information can be found at:

<http://www.education.gov.uk/publications>

11 General Data Protection Regulations (GDPR) & Data Protection Act (DPA 2018)

Data will be processed in line with the requirements and protections set out in the GDPR and the DPA 2018. Data will be held in accordance with the Trust's Management and Retention of Record's policy. Data may also be shared when appropriate in accordance with our statutory duties and as detailed in the Trust Privacy Notice.

Appendix 1: Classroom Expectations

We understand the importance of excellent classroom behaviour and have high expectations of our students. Our expectations in the classroom are outlined below.

CLASSROOM EXPECTATIONS

Be Prepared **R** Responsibility

- ✓ Complete homework
- ✓ Be on time
- ✓ Wear the correct uniform
- ✓ Bring the correct equipment

Be Respectful **I** Integrity

- ✓ Follow instructions first time
- ✓ Self-regulate
- ✓ Show kindness
- ✓ Co-operate with others

Be Committed **E** Engagement

- ✓ Try your best
- ✓ Show resilience
- ✓ Contribute
- ✓ Listen attentively

I Integrity
N Nurture
S Success
P Perseverance
I Innovation
R Responsibility
E Engagement

The White Hills Park Trust
A Culture of Excellence

Appendix 2: Classroom Consequence System:

In order to support good behaviour for learning in the classroom, teachers at Alderman White School will follow the below consequence system. This system recognises that students will, on occasion, need reminding of the expectations with regards to behaviour and conduct and gives students the opportunity to adjust their behaviour to meet expectations. Where there is little improvement in behaviour, actions will be taken to ensure the learning environment remains positive.

Verbal Warning

- Student behaviour does not meet expectation and they are warned about their conduct.
- Reaffirm the classroom expectations by referring to the poster on your classroom wall
- Log incident

Move seat

- Where poor behaviour persists, the student must move to another seat within the classroom (spare seat where possible)
- Teacher will have a conversation with the student about their behaviour at this point and explain how it is not meeting our classroom expectations
- KS3 – students can be moved seat within a classroom due to the fact work in a bubble.
- **KS4 – students do not change seat within classroom and should go straight to 'remove' so as to reduce contacts within the classroom**
- SLT may be called to support with behaviour but the student may not always be removed
- This incident should be logged on G4S and may warrant a sanction (Certainty not severity)

Remove

- Following a return to the classroom, where poor behaviour continues, SLT on-call will remove the student from the classroom
- Sanctions will be applied and parents will be informed.
- Incident logged on Bromcom and sanction applied. Parents informed by teacher or hoD.

All incidents where behaviour does not meet expectation will be logged on Bromcom where parents/carers can view incidents.

During your lesson you may need to reinforce the classroom expectations to ensure the highest level of teaching and learning can take place. To support the classroom expectations you may use a series of interventions to

correct the behaviour. We will use a series of in-class consequences; Verbal Warning, Move Seats and SLT on-call. It is important to note that you must not do the following when issuing the behaviour sanctions:

- Issue blanket warnings
- Carry a warning over from one lesson to the next

A teacher may decide which consequence is appropriate for the specific situation. This may mean that a teacher misses out steps on the in-class consequence system where behaviour is deemed more serious. Teachers use their own professional judgement as to the appropriate in-class consequence to support the student in improving their behaviour and can contact SLT on-call for support at any time.

Teaching assistants must liaise with the teacher if they feel a student has made poor choices, to ensure all negative behaviour is dealt with.

Verbal Warning:

If a student has failed to follow the classroom rules and has stopped the learning of others and continually obstructed your teaching. You will need to issue a Verbal Warning.

When issuing a Verbal Warning you should:

- Give the reason why the warning has been issued, refer to the classroom expectations
- Make clear what will happen if the student continues to make poor choices

Move Seats:

Students who have already received a Verbal Warning and are still continually disrupting the learning of others and continually obstructing your teaching should be issued a Move Seats. Members of staff should ensure they have continued to use interventions to avoid this action.

When issuing a Move Seats you must:

- Have given a Verbal Warning already
- Give the reason why the warning has been issued, refer to the classroom expectations
- Make clear what will happen if the students continues to make poor choices
- Record the Move Seats on G4S

After issuing the Move Seats you must move the student to another space in your classroom. If they refuse to comply it is an automatic Move Room.

Remove: Class teacher detention

This is a very serious consequence and members of staff are reminded that they should use appropriate teaching skills and strategies before issuing this. If a student has not followed the classroom rules and expectations and has not responded to all of the intervention given by their teacher, it will be necessary to contact SLT on-call

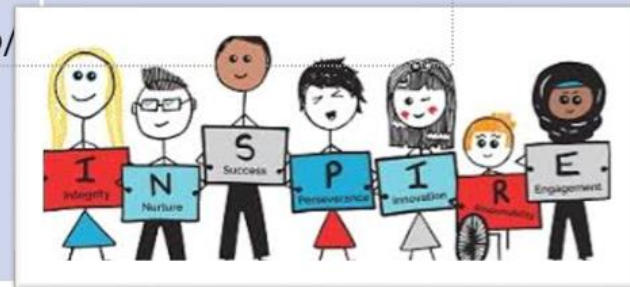
who will remove the student and isolate for the remainder of the lesson. Depending upon the incident, the isolation may extend beyond the end of the lesson.

If a student is removed from a lesson, the teacher should contact parents and ensure that a detention is set.

Appendix 3: Online live lesson classroom expectations

If the school needs to partially close due to a local lockdown (COVID-19 related), we would continue to provide lessons online on Microsoft Teams. The expectations of students in lessons is outlined below:

Be Prepared	Be Respectful	Be Committed
<ul style="list-style-type: none">• Make sure <u>parents</u> have replied with permission• Be on time for your lesson• You must have your camera turned off (<i>you can only use it when a teacher directs you to</i>)• If camera used for an activity:<ul style="list-style-type: none">- Background must be blurred- Wear appropriate clothing- Computer must be in an appropriate area of the house	<ul style="list-style-type: none">• Follow instructions first time• Self-regulate• Show kindness• Work well with others• No inappropriate comments or language (verbal or written using the 'chat' function)• You must not make any recording of the lesson (Video/ or sound)	<ul style="list-style-type: none">• Try your best• Show resilience• Contribute• Listen attentively



Addendum March 2021

Appendix 4 Summary of policy changes March 2021

On 8th March 2021, all students will return to school following the national lockdown. Amendments have been made to the behaviour policy to reflect changes in Government guidance relating to the safe re-opening of schools. For clarity, the changes to each section of the policy have been highlighted in the table below. These changes can also be found in the main body of the behaviour policy.

Section	Changes (highlighted in blue)
3.6.1 Attending the school site	<p>We expect that students will NOT attend the site if:</p> <ul style="list-style-type: none">▪ They have tested positive for COVID-19 and symptoms started in the last 10 days or are ongoing▪ They have <u>any</u> of the suspected symptoms.▪ They are unwell (this includes but is not limited to; cold symptoms, headaches, sickness and diarrhoea)▪ Someone in the household has COVID-19 symptoms (and has not received a negative test result)▪ They have had close contact with someone who has tested positive for COVID-19▪ They have been asked to self-isolate by the Track and Trace service▪ They have returned from abroad within the last 14 days and are required to quarantine▪ There is any other reason to suspect they may have COVID-19 and they have not yet received a negative test result
3.6.3 Arriving at school	Arrival at school:

	<ul style="list-style-type: none"> ▪ Students to arrive at school under social distancing guidelines ▪ Students must wash their hands as they enter the school site if they have arrived by public transport ▪ Tell an adult as soon as possible if you feel unwell and describe your symptoms ▪ Come to school in the correct uniform and with your equipment (see Section 7 and 8) ▪ Bring a clean face mask / covering to school each day in a bag to wear in all indoor spaces (unless you are exempt from wearing a face covering). ▪ Bring a warm, waterproof coat every day – you will be expected to line up outside. ▪ Walk or cycle to school if possible ▪ Students will not mix with other students in other year group bubbles
<p>3.6.5 Social times – Break time and lunch time</p>	<p>Social times will be managed carefully. Students must remain with their year group social bubble. Students should aim to keep a social distance of 2m. Where this is not possible, they should wear a face mask and follow the guidance of maintaining a distance of 1m+.</p> <p>When queuing to buy their lunch from the canteen, students are expected to:</p> <ul style="list-style-type: none"> ▪ Maintain a social distance of 1m+ ▪ Wear a face covering
<p>7.1.1 Incidents warranting a sanction during COVID-19 pandemic</p>	<p>If there is an incident that is linked to rule breaking associated with COVID 19 measures a senior leader will act accordingly and sanction in line with the COVID 19 rule breaking sanctions. An example of this is coughing or spitting in the face of a student/staff member or repeatedly, deliberately not following social distancing rules. Specific examples include;</p> <ul style="list-style-type: none"> ▪ repeatedly, and deliberately failing to follow social distancing guidance. ▪ coughing or pretending to cough towards another student/member of staff.

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| | <ul style="list-style-type: none">▪ spitting at another student or member of staff.▪ threatening to spit or cough at another student or member of staff.▪ Repeatedly failing to follow the one-way system.▪ Repeatedly failing to wear a face covering in designated areas.▪ Refusing to wear a face covering in designated areas. |
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