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Friday 17th May 2019

**Behaviour Management**

Dear Parent, Guardian or Carer,

We are in the process of reviewing and updating our behaviour management policy with the aim of making it more rewards based and more ‘restorative’ than it is currently.

Poor behaviour restricts the learning of other, well-behaved students, distracts teachers from their primary aim of developing understanding and occupies a disproportionate amount of management time that could be being invested in making the school more effective. Poor behaviour is not something we tolerate and our aim is to eradicate it as much as is it is possible to do so.

Phase one of the review is now complete, the details of which are shown below.

Low-level poor behaviour or disruption

This will usually be dealt with by the class teacher who will first issue a warning and attempt to mediate with the student about their behaviour. This may result in no further action being taken at this point, or could lead to the issue of a detention ranging from 15 to 45 minutes depending on the type of behaviour and the student’s response to mediation. A list of behaviours that fall into this category (though not exhaustive) is shown at the end of this letter.

Higher-level poor behaviour or disruption

Where behaviour has become more than low-level disruption, or is a result of accumulated warnings for low-level disruption, the classroom teacher may choose to send the student to the reflection room for a period of time depending on the nature of the behaviour and the attitude of the student. Students will have two minutes from being asked to leave to arrive at the reflection room. Again, a list of behaviours that fall into this category (though not exhaustive) is shown at the end of this letter.

Reflection Room

Reflection is an opportunity for us to remove a student from a situation that is either causing anxiety or distraction to other students – it is not, in itself a sanction for poor behaviour.

On arrival at the reflection room, students will be told why they have been sent there and the amount of time that they have been sent there for. Once in reflection there are only four times when the student will be allowed to re-integrate back into lessons.

They are;

Monday to Thursday Friday

11.00am 10.15am

1.30pm 12.45pm

3.00pm 2.45pm

4.00pm 3.45pm

The student is required to hand in their mobile phone for the duration of the time they are in reflection (see mobile phones below), sign the behaviour compact, agree to abide by reflection room rules and undertake to do any work that is set for them.

Refusal to go into reflection or to follow the rules of reflection will result in the student being sent home for the remainder of the day, a re-integration meeting with parents or carers will be required prior to returning to school, and any sanctions that have not been served will still need to be completed.

Any student sent to the reflection room will be given an automatic 45-minute detention.

Mobile Phones

There is a lot of discussion in government and in the press suggesting that students would make more progress if mobile phones were to be banned in schools. We have considered this on a number of occasions and believe, for now, that students should be allowed to have mobiles in school on the proviso that they are only used in Gordon’s Bistro and the outside sports area, and should not be seen by staff anywhere else.

If a member of staff sees a mobile phone, they will ask the student to hand it in. The phone will be held securely until the end of the day and returned to the student. Failure to hand the phone over will result in the student being sent to reflection. They will again be asked to hand in their phone (for the remainder of the day not just the time in reflection) and if they fail to do so, they will be sent home. A re-integration meeting will be required and any unserved sanctions will need to be completed.

Summary

In summary we have a very simple approach to behaviour that students can follow:

Step 1 – Students should stick to the rules and policies of the school and focus their energy on maximising their education.

Step 2 –Where behaviour falls below expected standards, staff will attempt to manage the situation wherever possible in class with the possible awarding of sanctions including detention.

Step 3 – Where poor behaviour persists or is more severe, teachers will ask students to make their way to reflection.

Step 4 – Where behaviour does still not match expectations, students will be sent home.

Next Phase

Phase Two will see the following initiatives being developed before the end of the academic year;

* New full-time reflection room supervisor post (already appointed) to manage the reflection room environment and process. This will include spending time with students to discuss their behaviour, the impact of their behaviour on themselves and others and to develop effective re-integration strategies.
* A praise and reward system that will work hand in hand with the behaviour policy, but that will enable students to gain reward points towards end of term / end of year prizes and against which behaviour points can be offset.

List of indicative behaviours, please note this is not exhaustive and the leadership team reserve the right to change or amend any sanctions as they see fit on a case-by-case basis.

|  |  |
| --- | --- |
| **Low level behaviours (managed by the teacher in the classroom)** | **Higher level behaviours that will result in reflection (or being sent home)** |
| * General disruption * Calling out * Eating / Drinking (other than water) * Chewing gum * Persistent lateness to lessons * Failing to follow instructions * Persistently not having the correct equipment * Lack of engagement * Sleeping or being routinely tired * Rocking on two legs of a chair * Non-directed inappropriate language * Use of fragrance / deodorant in classrooms * Insufficient or poor quality work / homework * Making or refusing to tidy up a mess * Incorrect uniform | * Repeated warnings for lower level disruption * Inappropriate language directed at a teacher or another student * Threatening behaviour towards a teacher or another student * Graffiti * Damaging property * Fighting or play-fighting * Spitting * Inappropriate comments about race, gender, sexual orientation, body image or religion * Possession of or being under the influence of illicit substances * Refusing to hand over a confiscated item |

If you require any further information, please do not hesitate to contact the school or make an appointment to have a meeting.

Thank you for support in this matter.

Yours faithfully,

Mr G Dixon

Acting Assistant Headteacher

Head of Business and Enterprise

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Pleases read, sign and return the slip below, ticking one of the boxes, before **Friday 24th May**.

Non-returns will be assumed to accept the policy.

I have read the above letter and I agree with the implementation of the policy

I have read the above letter and would like to arrange a meeting to discuss it with a member of staff in more detail (if you select this box, we will contact you to agree a convenient time).

Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date \_\_\_\_\_\_\_\_\_\_\_