

<u>POLICY:</u>	BEHAVIOUR FOR LEARNING		
<u>PERSON RESPONSIBLE:</u>	D.Dain	<u>MONITORING:</u>	SLT
<u>DATE:</u>	Sept 2016	<u>REVIEW DATE:</u>	Sept 2017

Benefits to Paget of a Whole School Behaviour System

- Provides the platform for improving teaching and learning whilst nurturing a growth mindset.
- BFL signifies to students, parents and carers that the school puts good behaviour at the heart of effective learning.
- Provides students with clear, consistently drawn boundaries within which to operate within the school community.
- Allows parents and carers to be secure in the knowledge that their child's behaviour will be responded to consistently and fairly across the whole school.
- Will directly tackle low-level disruption and time spent off task – allowing the teacher to teach and all students to learn.
- Provides immediate and consistent support to new and existing staff and any faculty experiencing difficulty managing student behaviour.
- To allow staff to be effective in the delivery of lessons.
- Promotes the ethos of a growth mindset within all learning.

BFL: The System

Quality learning and school improvement are dependent upon everyone's understanding of Behaviour for Learning, staff and students alike.

“Embedding the language and ethos of a can do attitude – to foster grit, tenacity and perseverance.”

Growth mindset statements include:

At the heart of the system are the **choices** that students make with regard to their own learning. If a rule is broken then there will be a consequence. The emphasis is on cause and effect. The system is an extension of our existing emphasis upon all students' 'rights and responsibilities'. If students do not exercise their rights in a responsible way then certain 'consequences' will result. The responsibility for avoiding negative consequences lies with students, i.e. they make a considered choice. The system will be used in all subject areas and no teacher will discipline a student outside of this framework.

There are six levels of consequence (C).

- C1 - Verbal Warning.
- C2 - Second and Final Verbal Warning.
- C3 - Detention for 30 minutes (the next day).
 - Removal from lesson by Faculty colleague or Emergency Cover depending upon degree of misbehaviour. (Possibly resulting in a C4 as below).
- C4 - Internal Exclusion. (Isolation from Peers for 1-5 days)
Sanctioned only by the Pastoral team.
- C5 - Temporary Exclusion – **sanctioned only by the Head.**
- C6 - Permanent Exclusion – **sanctioned only by the Head.**

Consequences C1-C3 will be on visible display around the school / classrooms / corridors etc.

Linking Behaviour with Consequences.
(A Guide for Teachers)

Verbal Warnings C1 & C2	After School Detention C3	Internal Exclusion C4	Fixed Term Exclusion C5	Permanent Exclusion C6
<ul style="list-style-type: none"> • Chewing gum • Minor distractions • Off Task • Interruption of other students • Lack of equipment (C2) • Misuse of equipment • Late to lessons (up to 5 mins) • Interrupting staff • Talking over teacher • Swinging on chairs • Eating/ drinking • Arguing • One warning for lack of homework (C2) • Use of mobile phones etc. • (Inappropriate wearing of uniform during any lesson- C2 & refer to HOY) <ul style="list-style-type: none"> ○ Failure to abide by class seating plan <p>(Many of the above are indicative of a negative mindset)</p>	<p>Negative mindset demonstrated:</p> <ul style="list-style-type: none"> • Refusal to accept a C1 / C2 • Using a mobile phone etc. after a warning • Late to lesson over 5 minutes • Lack of homework after initial warning • Persistent misuse of equipment • Rudeness • Swearing that the teacher hears • Graffiti on furniture • Incomplete uniform without note of explanation. • Persistent arguing • Disruption of peers learning 	<p>(At the discretion of the Pastoral team)</p> <p>Significant continuation of negative mindset</p> <p>Refusal to sign a C3.</p> <p>Typically for an accumulation of C3 detentions on one day</p> <p>In response to a serious incident which doesn't constitute an external exclusion.</p> <p>Truancy.</p>	<p>At the discretion of the Head teacher.</p>	<p>The decision of the Head teacher.</p>

How the system works in the Classroom

First inappropriate behaviour = Verbal warning (C1)



First evidence of a negative mindset = Verbal warning (C2)



Continued evidence of a negative mindset = Detention 30 minutes (C3)



A C1 + C2 are not centrally recorded until a C3 is obtained. Staff should note C1 + C2 on the board.



A C3 is recorded on the official form and handed to the BFL TA as soon as possible so that the Head of Year can receive notification of the detention.



If after a C3 the student continues to misbehave, then a faculty colleague or Emergency Cover system should be used, and the student will receive a C4. This will then be reported to the HOY who with the Pastoral Deputy will make the decision to exclude to home or internally exclude.



The Head of Year will arrange a meeting with parents to discuss the students' behaviour and the reasons behind them being sent home or into internal exclusion.



Head of Year could recommend a C5 in consultation with and at the discretion of the Pastoral Head and the Headteacher.



The Head teacher may issue a C6

The consequences are in sequence. They need to be recorded where students can clearly see them and are constantly reminded of which consequence they are on.

When a consequence is issued, it cannot be cancelled. A consequence is not negotiable.

The C3 Detention

- A C3 letter should be given to the student just before the end of the lesson. He or she must sign for it. Once issued, a process will be triggered:-
- The issuing member of staff will pass a copy of the C3 form to the E Unit staff as soon as possible. (2-3 collection points in school. Please ensure that any C3 copies are 'delivered' at the end of the session, am or pm, in which they were issued to the student).
- For the detention to be triggered for the following evening the paperwork needs to be with the BFL Teaching Assistant **ASAP**, by the end of afternoon school. **PLEASE DELIVER YOUR C3s WITHIN 5 MINUTES OF THE END OF THE SCHOOL DAY- IF THIS IS SOMETIMES DIFFICULT USE A COLLEAGUE NOT A STUDENT.**
- The HOY will be given the list of C3 at the end of each day.
- The student will be issued with a copy of the C3 that they must sign to accept the consequences of their behaviour.
- Students on a C3 detention must enter the Hall in silence and leave coats and bags at the front.
- They will sit in silence for 30 minutes.
- No work will be completed during this time unless the detention is for homework. Homework detentions will take place in a separate room where the homework can be completed in silence.
- The Hall will be supervised by HOYs + SLT + the inclusion team. The homework detentions will be supervised by curriculum staff.
- **If a Y9, Y10 or Y11 student is required to complete essential coursework during the C3 detention, the member of staff must come to collect, and then supervise, that student in person. No notes will be accepted by staff on BFL duty for students that this may apply to.**
- If a student is absent, they serve their detention on their first day back.
- **BEHAVIOUR DETENTIONS** - If a student fails to attend a 30 minute detention they will be placed into a 1 hour detention that runs on the Friday of that week. If a student fails to attend more than one 30 minute detention in a week they will be placed in internal exclusion on the Friday of that week and they will attend the 1 hour detention at the end of that day. Failure to attend the 1 hour detention will lead to internal exclusion and a meeting with parents. Each stage of this process is accompanied with an increase of behavioural points which will be held on the students' school records.
- **HOMEWORK DETENTIONS** – If a student fails to attend a 30 minute homework detention they will be referred to the curriculum leader of the faculty they owe the homework to. That Curriculum leader will then arrange for that student to complete the homework with them over a dinnertime period.
- If a student misbehaves in the detention then a verbal warning is given. Repeated misbehaviour will result in a second detention the following night or a 1 hour detention on the Friday.

- Every faculty will operate within this system.

C4 Internal Exclusion

- A HOY can issue a C4 as appropriate.
- The C4 internal exclusion is a very serious consequence and will be viewed as seriously as an exclusion from school.
- The student will arrive at school at the normal time but will register with the inclusion team in the SSC and will then be escorted to the E unit.
- A student can only be internally excluded for a maximum of 5 days at one time. (This amount of days is only in extreme circumstances).
- Students MUST hand in all mobile phones and electrical devices.
- Work will be provided by teaching staff or SSC staff as appropriate.
- A basic lunch will be provided by school if a packed lunch is not provided by home.
- Visits to the toilet will be escorted.
- The isolation room will be supervised at all times.
- Students will work in silence in partitioned booths. There will be no communication between them.
- It will house an absolute maximum of ten students.
- Misbehaviour whilst in Internal Exclusion will result in a C5 temporary exclusion.
- The E Unit will not be a 'dumping' room or an immediate consequence. (Minimum 24 hr notice).

Integral to the whole system are the rights and responsibilities which underpin behaviour in all our classrooms. These are as follows:-

These are your Rights. Make sure that you defend them! Your School Council helped to develop them, and supports them fully...

RIGHTS

1. To be treated, and spoken to, fairly and with respect.
2. To have the right to be listened to.
3. To feel safe and free from bullying.
4. To be treated as an individual.
5. To be able to learn without being distracted.
6. To attend well planned out lessons that start on time.
7. To be able to drink water in most lessons.
8. To be empowered and challenged throughout my learning.
9. To have a clean, safe and tidy environment.

However...

Don't forget that with all 'rights' come 'responsibilities'. You cannot have one without the other.

RESPONSIBILITIES

1. To show respect for others and not put them down.
2. To know when it is appropriate to speak, and to listen respectfully to the opinions of others.
3. Not to bully others and to report any bullying you see.
4. To appreciate that you are an individual within a community that can be identified by its uniform.
5. To allow others to learn without distracting them.
6. To be punctual, organised and well equipped for all lessons. To attempt all of your work, and to ask for help when you need it.
7. To drink water, and only water, sensibly in classrooms where health and safety is not an issue.
8. To work hard and develop growth mindset.
9. Not to drop litter or abuse the property of others.
10. To demonstrate a growth mindset attitude to learning at all times.

CONSEQUENCES/ NEGATIVE MINDSET

(All of the following receive C1/C2/DETENTION sanctions)

1. Putting others down for any reason, inc. for working hard (=C1).
2. Talking over teachers or other students (=C1).
3. All forms of bullying. (Some types of bullying can lead to an exclusion without a warning).
4. Wearing uniform inappropriately or being out of full P.E. kit (=C2). Being out of full school uniform without a note of explanation (=C3). Such a note is only acceptable for a very short period of time, and P.E. kit must be borrowed.
5. Distracting yourself or others within class, including use of mobile phones, personal music players etc. These devices will be confiscated without further warning and a consequence issued (=C1).
6. Producing work, which, after teacher warning, clearly lacks effort (C2). Not handing homework in on time (=C2 to be recorded in teacher register, not on class BFL board).
7. Eating or chewing. Consuming drinks, which are not water (C1).
8. Being late to school or lesson by 5 minutes or more without a note of explanation (=C3). Arriving without proper equipment, eg. pen, pencil, ruler and planner (=C2).
9. Dropping litter (C1 & referred to Head of Year), or abusing school or other people's property/work

PAGET HIGH SCHOOL
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Headteacher: Mr. M. Howell, B.Ed.[Hons]

Dear Parent/Carer,

Your child _____ has been issued with a C3 letter and as a result [will have a 30 minute detention on _____ starting at _____.

If your child does not attend the detention there will be one final opportunity to attend on the Friday of that week starting at 2.45pm. If however the missed detention was for homework, your child will be referred to the Head of Curriculum Area and will be expected to attend a lunchtime session with them.

However, if you child chooses not to take advantage of this last chance, then [she/he] will be placed within the school's internal exclusion room for a whole day at the next available opportunity.

	Insert comment regarding Student behaviour below.
C1 [1 ST WARNING]	
C2 [2 ND WARNING]	
C3 [3 RD WARNING]	

Subject:	Teacher:	Period:	Issue date:	Form:	Student's signature:

Emergency cover called:
 (Initials of staff member used)

- Please note, this letter is your 24 hour notice of the detention.
- School buses are not provided for students who receive the C3 School Detention.
- It is the responsibility of parents/carers to arrange that their child gets home safely.
- If making such arrangements causes serious personal hardship, please contact your child's Head of Year on the above number. (Queries about individual detentions should be made to your child's Head of Year).

Common Queries re. BFL.

1) A series of C1, C2 & C3 misdemeanours occur concurrently. Should they all count?

Eg. Student arrives 6 minutes late (C3)

Without homework (C2)

Without correct equipment (C2)

These should NOT accumulate and therefore NOT lead to an instant call for emergency cover. In the spirit of 'inclusion' only the C3 should be issued. However, if another C1 is required Emergency Cover must be called for.

2) For a lack of equipment (Planner, pen pencil & ruler- possibly cooking ingredients), should a C2 be issued by every member of staff that the student encounters?

YES, every teacher should issue the C2 as soon as the problem is recognised.

HOWEVER, before the school day begins, breaks, lunch & after school, students can purchase all basic equipment from any HOY DD or SSC (pens, pencils, rubbers & rulers all 10p each, whilst Planners are £3).

3) What if a student picks up 3 or more C3 detentions in a day?

This will be spotted by the student's HOY (via the BFL T.As) at the start of the following day. After consultation with parent/carer, it is almost certain that the student will be placed within internal exclusion (C4). This will subsume all C3 detentions and the student will return to classes after the C4 with a 'clean slate'.

4) How will it affect school uniform issues?

Tutors will need to be particularly vigilant, as they are now required to issue a C3 detention to any student who comes to school without full uniform and has no note of explanation. (If the office receives a phone call of explanation from a parent/carer on the day that the C3 is issued then the HOY will decide upon the issue). The C3 letter can then be shown by the student to all other staff who challenge him or her. If the student arrives at school after registration the C3 should be issued by the first teacher who spots that the student is out of full uniform.

Inappropriate wearing of uniform (Tie knots / shirts untucked / several buttons undone / wrong colour dupatta) should result in a C2 AND A REFERRAL TO THE STUDENT'S HOY.

...and finally... Growth Mindset Attitude

This system will hopefully encourage positive behaviour and will allow students to learn and teachers to teach in an environment that reinforces progress and success. It is intended to support the current good practice that OFSTED commented upon, but also provide a platform from which to continue to move the school forward. The system is not solely punitive – detentions and isolation already occur. The system will provide **consistency** across the whole school. The consequences of misbehaving in PE will be the same as misbehaving in History, and the students will understand this.

We also need to remember that for every negative we issue to a class we need to counter-balance it with at least 2 positives.

That is, try to praise at least two other students for what they are doing well whenever you are forced to issue a C1 or C2. Similarly, try to issue vivos to individuals within the group every time you are forced to issue a C3 detention. Record these by using the 'praise' part of your BFL whiteboard.

The rewards system continues to offer worthwhile rewards to students throughout the school. We all know that what motivates us all is PRAISE, not criticism.

Pastoral Policies and Procedures

Policy in Practice

1. Good work, behaviour, effort and respect for people and property are acknowledged and rewarded.
2. The smallest possible form sizes enable the form tutor to participate actively in the students' social and academic development. Students will stay with their tutor from the beginning of Year 7 until the end of Year 11.
3. Work and achievement of a high standard is publicly displayed or acknowledged. Such displays can be found in the Main Foyer, the 'Porches', Dining Hall and all around the school.
4. Teachers respect students as individual personalities and strive hard to meet their needs at all points of contact during the school day.
5. All students participate in the tutorial period throughout their school career. They learn and practise a variety of social skills, leading to their developing mutual respect and establishing the necessary skills needed to form good personal relationships.

'Behaviour for Learning' (BFL) - Rewards



The school has adopted the Vivo Miles system. This is an electronic rewards platform for schools, allowing teachers to award students 'virtual' points called 'Vivos', redeemable against a wide selection of rewards including phone 'top-ups'. Alternatively, Vivos can be saved, rather like money, over the years by individual students and can be exchanged for an item of far greater value, such as an i-pod.

The scheme's currency – the Vivo – aims to go beyond conventional stickers and stars to offer a more realistic approach to learning about personal financial affairs.

All students will have their own unique, electronic identity for Vivo Miles and this can be accessed through their own school account. Once they 'log on', their Vivo account will display automatically.

Parents and carers will also have access to their child's account, to see how well they are doing at school and hopefully reinforce positive behaviour at home.

All classrooms will display the number of Vivos which will be awarded for different actions. This will be made clear to your child in September.

If you require more information about the system before the start of the new school year in September, please visit the Vivo Miles website: www.vivomiles.com.

Boards in classrooms should state "Demonstrating a growth mindset attitude".

Growth Mindset / Vivos		
<u>C1</u>	<u>C2</u>	<u>C3</u>