



Creating a culture of aspiration and ambition by having high expectations of students, parents, governors and ourselves.

Behaviour Systems and Procedures Addendum – March 2021 Update

Due to the current situation (Covid-19) we will be implementing changes/adaptations to the Behaviour Systems and Procedures. The following systems/procedures will temporarily replace those outlined in the 'Behaviour Systems and Procedures Booklet'. The changes/adaptations will be reviewed regularly to ensure we are able to meet the ever changing circumstances.

It is essential that all staff **persistently employ de-escalation strategies** to reduce conflict and manage behaviour issues to ensure a positive outcome.

Detentions

Detentions can only be issued **after school** due to staggered break times and lunch times. Detentions must be completed within 'bubbles' (Year 9-11 is considered one bubble, Year 7 & 8 is considered one bubble in this instance – a maximum of 8 students can be placed in a detention at a time to ensure social distancing).

If, after all de-escalation strategies have been implemented, staff need to set a detention, they should use the following system:

30 minute detention after school

- Provide student with at least 24 hours' notice
- Contact parent/carer to confirm the detention
- Add details of the detention to SIMs/CPOMS
- The detention should be used as a restorative tool to improve future outcomes.

If a student fails to attend the 30 minute after school detention, staff will reschedule a 45 minute detention.

45 minute detention after school

- Provide the student with at least 24 hours' notice
- Contact the parent/carer to confirm the detention
- Add details of the detention to SIMs/CPOMS
- The detention should be used as a restorative tool to improve future outcomes.

If a student fails to attend the 45 minute after school detention, staff will pass the issue to the Head of Year (outside of class behaviour/tutor time) or Leader of Learning (inside of class behaviour/subject related). The Head of Year or Leader of Learning will set a 60 minute after school detention.

60 minute detention after school (HOY/LOL)

- Provide the student with at least 24 hours' notice.
- Contact the parent/carer to confirm the detention
- Add details of the detention to SIMs/CPOMS
- The detention should be used as a restorative tool to improve future outcomes.

If a student fails to attend the 60 minute after school detention, the HOY or LOL will pass the issue to SLT (LB). SLT will set a 75 minute after school detention.

75 minute detention after school (SLT)

- Provide the student with at least 24 hours' notice.
- Contact the parent/carer to confirm the detention
- Add details of the detention to SIMs/CPOMS

- The detention should be used as a restorative tool to improve future outcomes.

If a student fails to attend the 75 minute after school detention they will be placed in the focus room for a day and will also complete the missed detention. SLT will meet with the student and parent/carer if deemed necessary.

Relocations

Relocations should only be issued if a student is completely defiant, out of the teacher's control, persistently preventing the learning of others or is not deemed safe to stay in a lesson.

Students must only be relocated within their 'bubble' (Year 9-11 is considered one bubble, Year 7-8 is considered one bubble in this instance). If support is needed to complete a relocation, staff should call the main office for an Inclusion Support Worker (ISW). Students must not be relocated to the focus room.

Staff will issue a **45 minute detention after school** for students who are relocated and will then follow the escalated detention system outline above if necessary.

If a student refuses to be relocated or fails a relocation, they will be placed in the Focus Room for a day.

All details should be recorded on CPOMS/SIMs.

Focus Room

A student can only be placed in the Focus Room by SLT or a Head of Year. All year groups can access the Focus Room as they are in cubicles, facing the wall and wearing masks.

Homework

Homework issues will be managed via discussions with students and parents. Detentions for incomplete homework **will NOT** be set.

HOY Room

The HOY Room will not be available due to staggered lunch times.

Outside of Lesson Behaviours

In cases where a student fails to comply with behaviour expectations outside of lessons, the following procedures should be used:

- Verbal warning
- Student to remain with the member of staff on duty
- Referral to Tutor
- Referral to HOY (in extreme circumstances only)

If a student is referred to the Tutor, the following procedures should be used:

- 1:1 meeting with Tutor. Tutor to contact parents and log details on CPOMS.
- If the student fails to accept responsibility for their actions or is repeatedly reported to the Tutor, the after school detention process, as outlined above, will be utilised.

If a student is referred to the HOY, the following procedures should be used:

- 1:1 meeting with HOY. HOY to contact parents and log details on CPOMS.
- If the student fails to accept responsibility for their actions or is repeatedly reported to the HOY, the after school detention process, as outlined above, will be utilised.

Reports

All reports will be set up on SIMS electronically. On occasions where a student is on report, the following systems will apply:

Stage 1 – Monitored daily by Tutor/Pastoral Leader.

If a student has 'failed' their report (getting 3 or more crosses each day for a week) the tutor will issue a 45 minute after school detention. Parents should be contacted and all details should be logged on CPOMS.

Stage 2 – Monitored daily by the Head of Year.

If a student has 'failed' their report (getting 2 or more crosses each day for a week) the Head of Year will issue a 60 minute after school detention. Parents should be contacted and all details should be logged on CPOMS.

Stage 3 – Monitored daily by SLT.

If a student has 'failed' their report (getting 1 or more crosses each day for a week) SLT will issue a 75 minute after school detention. Parents should be contacted and all details should be logged on CPOMS.

COVID Related Behaviour

The following acts will not be tolerated under any circumstances:

- Spitting at or towards another person
- Coughing at or towards another person

Students will adhere to the one-way system at all times throughout the school day.

Students will wear face coverings in line with school/government guidance.

Students will line up in their allocated area prior to each lesson.