



st. Wilfrid's

Catholic High School & Sixth Form College, a Voluntary Academy

**THIS POLICY IS CURRENTLY UNDER
REVIEW AND HAS NOT BEEN APPROVED BY THE
ACADEMY COUNCIL COMMITTEE**

Promoting Good Behaviour Policy



Keeping the Faith in Education

POLICY DOCUMENT	Promoting Good Behaviour Policy
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EXPECTATIONS: ENSURING GOOD BEHAVIOUR

Maintaining and improving standards of behaviour in school is a key priority. As a school community, we are committed to providing a safe and structured environment in which teachers can teach and students can learn.

In partnership with the Governments expectations, we expect that:

- All students will demonstrate respect and courtesy towards teachers, other staff and towards each other;
- Parents/carers will encourage their children to show respect and support the school's authority to discipline its students;
- Teaching and non-teaching members of staff will help to create a culture of respect by working consistently across the school;
- The governing body and Head teacher manages allegations against teachers and other staff quickly, fairly and consistently in a way that protects the student and at the same time supports the person who is the subject of the allegation;
- That every teacher will be good at managing and improving student's behaviour.

The Behaviour Policy for St Wilfrid's is in keeping with the following Legislation:

- Education and Inspections Act 2006
- School Standards and Framework Act 1998
- Education Act 2002
- Department of Education update- Jan 2016

POWERS TO DISCIPLINE

Discipline in Schools – Teachers' Powers

- 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 91 of the Education and Inspections Act 2006).
- The power also applies to all paid staff (unless the head teacher states otherwise) with responsibility for students, such as study supervisors and teaching assistants.
- Teachers can discipline students at any time the student is in school or elsewhere under the charge of a teacher, including on school visits.
- Teachers can also discipline students for misbehaviour outside school.
- Teachers have a specific legal power to impose detention outside school hours without parent's/carers consent.
- Teachers can confiscate and retain items on a student's person.

What the Law allows

- Teachers can discipline students whose conduct falls below the standard which could reasonably be expected of them. This means that if a student misbehaves, breaks a school rule or fails to follow reasonable instruction the teacher can impose a punishment or sanction on that student.
- To be lawful, the punishment (including detentions) must satisfy the following three conditions:
 - a) The decision to punish a pupil must be made by a paid member of school staff or a member of staff authorised by the head teacher; (volunteer on a school trip, student teacher)
 - b) The decision to punish the student and the punishment itself must be made on the school premises or while the student is under the charge of the member of staff;
 - c) It must not breach any other legislation (for e.g. in respect of disability, Special Educational Needs, race and other equalities and human rights) and it must be reasonable in all the circumstances.
- A punishment must be reasonable. In determining whether a punishment is reasonable, section 91 of the Education and Inspections Act 2006 says that the penalty must be proportionate in the circumstances and that account must be taken of the student's age, any special educational needs or disability they may have, and any religious requirement affecting them.
- The head teacher may limit the power to apply particular punishments to certain staff and /or extend the power to discipline to adult volunteers, for example to parents/carers who have volunteered to help on a school trip and student teachers.
- Corporal punishment is illegal in all circumstances.
- Schools should consider whether the behaviour under review gives cause to suspect that a child is suffering, or is likely to suffer, significant harm. Where this may be the case, school staff should follow the schools' safeguarding policy.

Student conduct 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 head teachers a specific statutory power to regulate student's behaviour in these circumstances 'to such extent as is reasonable'.
- A teacher may discipline a student for:
 - a) Any misbehaviour when the student is:
 - Taking part in any school organised or school related activity or
 - Travelling to or from school or
 - Wearing school uniform or

- In some other way identifiable as a student of St Wilfrid's High School.
- b) Misbehaviour at any time, whether or not the conditions above apply, that:
- Could have repercussions for the orderly running of the school or
 - Poses a threat to another student or member of the public or
 - Could adversely affect the reputation of the school.

Detention

- Teachers have a legal power to place students (aged under 18) in detention with or without parent's/carers consent.
- St Wilfrid's High School uses a detention system (including detention outside of school hours) as a sanction. Times outside of the normal school day when a detention can be issued include- after the school day has finished,
 - Any school day when the student does not have the Headteacher permission to be absent;
 - An inset /teacher training day.

When detention is outside school hours, parents/carers are given notice, by SMS text message, email, phone call or a note in the student planner. Notice is not necessary for a break or lunchtime detention.

No student is exempt from detentions and all students are expected to attend a detention.

- The school must act reasonably when imposing a detention as with any disciplinary penalty. In addition, when deciding the timing, the teacher should consider:
 - whether the student has known responsibilities as a carer;
 - whether the student would be at risk by issuing the detention;
 - whether suitable travel arrangements can be made for the student. It does not have to take into account if making these arrangements is inconvenient.

With lunchtime detentions, schools should allow reasonable time for the student to eat, drink and use the toilet.

The following sanctions/tasks are reasonable for a student to undertake while on a detention:

- extra work or repeating unsatisfactory work until it reaches a required standard;

- Writing of essays or lines;
- Removal of privileges e.g. a school trip or event, a rewards breakfast or non-uniform day;
- A ban from representing the school at events, competitions and sport;
- School based community service or imposition of a task such as litter picking, removing graffiti, clearing up in the dining room.

SEARCHING STUDENTS

Confiscation of Inappropriate Items

There are two sets of legal provisions which enable school staff to confiscate items from students:

- 1) The general power to discipline enables a member of staff to confiscate, retain or dispose of a student's property as a punishment and protects them from liability for damage to, or loss of, any confiscated item.
- 2) The power to search without consent for:
 - Weapons and knives
 - alcohol,
 - drugs of any form,
 - cigarettes, tobacco and cigarette papers
 - stolen items
 - fireworks
 - pornographic images
 - any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property; and
 - any item banned by the school rules which has been identified in the rules as an item which may be searched for.

Weapons, knives, all forms of drugs and extreme or child pornography must always be handed over to the police otherwise it is for the teacher to decide (in keeping with the school policy) if and when to return the confiscated item.

USE OF REASONABLE FORCE

- Members of staff (including student teachers, volunteers and agency staff) have the power to use reasonable force to prevent a student committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom.
- Headteachers and authorised school staff may also use such force as is reasonable given the circumstances when conducting a search without consent for:
 - Weapons and knives;
 - Alcohol;

- illegal drugs;
- cigarettes, tobacco and cigarette papers;
- stolen items;
- fireworks;
- pornographic images;
- any article that has been or is likely to be used to commit an offence; cause personal injury.

Screening, Searching and Confiscation

This guidance is in keeping with the 'Education and Inspections Act 2006' and 'Health and Safety at Work Act 1974':

- School staff at St Wilfrid's High School can search a student for any banned item, such as a weapon, laser pen, cigarettes, tobacco and cigarette papers, canned drinks, alcohol and drugs of all forms, and mobile phones if the student agrees.
- The Head teacher, senior staff and key members of the pastoral team at St Wilfrid's High School have a statutory power to search students or their possessions, without consent, where they suspect the student has certain prohibited items.

The items that can be searched for under this power are:

- Weapons and knives
 - alcohol,
 - illegal drugs,
 - cigarettes, tobacco and cigarette papers
 - stolen items
 - fireworks
 - pornographic images
 - any article that has been or is likely to be used to commit an offence or cause personal injury or damage.
- School staff can seize any banned or prohibited item found as a result of a search or which they consider to be harmful or detrimental to school discipline.
 - If a student refuses to be screened, the school may refuse to have the student on the premises. Health and Safety legislation requires a school to be managed in a way which does not expose students or staff to risks to their health and safety. If the student has refused to comply and the school has taken the decision to refuse the student access to the premises but the student has not been excluded, then the absence will be treated as unauthorised. The student must comply with the school rules and attend.

Searching with consent

- School staff can search students with their consent for any item which is banned by the school rules.
- Written consent is not required from the student. It is enough for the teacher to ask the student to turn out his or her pockets or if the teacher can look in the student's bag or locker.

- If the student refuses permission, the teacher can apply an appropriate punishment as set out in the school's behaviour policy.

Searching without consent

The following items can be searched for:

- Weapons and knives;
- Alcohol;
- illegal drugs;
- cigarettes, tobacco and cigarette papers;
- stolen items;
- fireworks;
- pornographic images;
- any article that has been or is likely to be used to commit an offence or cause personal injury.

The Head teacher, senior staff and Pastoral support staff are authorised to search a student, but:

- a) One member of staff must be the same sex as the student being searched;
- b) There must be a witness (also a staff member) and, if at all possible, they should be the same gender as the student being searched.

Weapons, knives, drugs and extreme or child pornography must always be handed over to the police otherwise it is for the teacher to decide (in keeping with the school policy) if and when to return the confiscated item.

Establishing grounds for a search

- Authorised staff can only undertake a search without consent if they have reasonable grounds for suspecting that a student may have in his or her possession a prohibited item;
- The powers allow school staff to search regardless of whether the student is found after the search to have that item;
- Authorised staff may view CCTV footage in order to make a decision as to whether to conduct a search for an item. (Staff should act in accordance with the Data Protection Act 1998).

Location of a search

- Searches without consent can only be carried out on the school premises or, if elsewhere, where the member of staff has lawful control or charge of the student, for example on school trips or in training sessions.
- The powers only apply in England.

During the search

- The authorised member of staff conducting the search may not require the student to remove any clothing other than outer clothing. (Clothing that is not

worn next to the skin or immediately over a garment that is being worn as underwear. Outer clothing includes hats, shoes, boots, gloves and scarves;

- Searching a student's possessions means any goods over which the student has or appears to have control, including bags and lockers;
- Students possessions can only be searched in the presence of the student concerned and another member of staff;
- If the student refuses permission for a search, the teacher can apply an appropriate punishment as set out in the school's behaviour policy.

After the search

- School's general power to discipline, as set out in section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a student's property as a disciplinary penalty, where reasonable to do so;
- An authorised member of staff can use their discretion to confiscate, retain and/or destroy any item found as result of a 'with consent' search so long as it is reasonable in the circumstances. Where any item is thought to be a weapon it must be passed to the police.
- Items found as a result of a 'without consent' search, an authorised member of staff can seize anything that they have reasonable grounds for suspecting is a prohibited item, that is a:

weapon, knife, alcohol, drugs or stolen items cigarettes, tobacco and cigarette papers, fireworks, pornographic images, any article that has been or is likely to be used to commit an offence or cause personal injury or is evidence in relation to an offence.

- Where an authorised person conducting the search finds alcohol, they may retain or dispose of it.
- Where they find controlled drugs (illegal or prescription medical), these must be delivered to the police as soon as possible.
- Where they find other substances which are not believed to be controlled drugs these can be confiscated where a teacher believes them to be harmful or detrimental to good order and discipline.
- Where they find stolen items, these must be delivered to the police.
- Any weapons or items which are evidence of an offence must be passed to the police as soon as possible.
- School will inform the student's parents/carers or guardians where Weapons and knives, alcohol, drugs of any form, cigarettes, tobacco and cigarette papers, stolen items, fireworks, pornographic images and any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property are found, though there is no legal requirement to do so.

USE OF REASONABLE FORCE

This guidance is in keeping with the Education and Inspections Act 2006

- School staff have a legal power to use force and lawful use of the power will provide a defence to any related criminal prosecution or other legal action.
- The term reasonable force covers the broad range of actions used by most teachers at some point in their career that involves 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 to persons or property and to maintain good order and discipline in the school.
- 'Reasonable in the circumstance' means using no more force than is needed.
- 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.
- 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.
- Reasonable force can be used to:
 - a) Remove disruptive students from the classroom where they have refused to follow an instruction to do so;
 - b) Prevent or to stop a student behaving in a way that disrupts a school event or a school trip or visit;
 - c) Prevent a student leaving the classroom, when allowing them to leave would risk their safety, the safety of others or lead to behaviour that disrupts the behaviour of others;
 - d) Prevent or stop a student from attacking a member of staff or another student, or to stop a fight.
 - e) Prevent or stop damage to property
- Force cannot be used as a punishment. This is unlawful.
- Senior staff will contact the parents/carers of any student who has had to be managed in such a way.

ALLEGATIONS OF ABUSE AGAINST STAFF

This guidance is in keeping with:

- The Children Act 1989
- Section 175 of the Education Act 2002 (local authorities, governing bodies of maintained schools and institutions in the further education sector)
- Section 157 of the Education Act 2002 and the Education (Independent School Standards) (England) Regulations 2010
- The Children Act 2004
- Section 11 of the Children Act 2004 (other agencies)

If an allegation is made against a teacher the quick resolution of that allegation should be a clear priority to the benefit of all concerned. At any stage of the consideration or investigation, all unnecessary delays should be eradicated.

All allegations should be reported immediately to the Head teacher and or to the chair of governors as well as to the LADO (local authority designated officer) responsible for providing advice and monitoring cases.

In response to an allegation staff suspension should only be considered if there is no reasonable alternative. If suspension is deemed appropriate, the reasons and justification should be recorded by the school and the individual notified of the reasons.

Allegations that are found to have been malicious should be removed from personnel records and any that are not substantiated, are unfounded or malicious should not be referred to in employer references.

Students, who have been found to have made a malicious allegation, have breached the school behaviour policy. This will result in a fixed term or permanent exclusion (as well as referral to the police if there are grounds for believing a criminal offence may have been committed. In September 2010 the Crown Prosecution Service published guidance for the police on harassment under the Protection from Harassment Act 1997).

SANCTIONS AND PUNISHMENT

St Wilfrid's Catholic High School Behaviour Model

This model of behaviour management is termed CONSEQUENCES.

The aim the CONSEQUENCES system is to ensure that student behaviour is managed consistently and fairly at all times and in all areas of school. The system emphasises that all students have a choice and a responsibility for their learning; in the classroom, at home and any independent learning.

All staff must follow the model in all lessons with years 7- 11 and at social times. The table demonstrates how the consequences system should be used.

Recording Negative Behaviour

The CONSEQUENCE system is displayed in all classrooms. Each room has a CONSEQUENCES board to note down any negative behaviours- C2 and C3. All C2 and C3's are recorded on SIMS. For C3 entries a text message alert can be sent to home contacts to inform parents/carers that a student has been sent out of class to a referral room.

All behaviour data is tracked daily by the BART team and by HEADS OF YEAR.

CONSEQUENCE	STAFF ACTION	DIALOGUE/STRATEGY
General warning/reminder.	Can be issued to a whole class as a reminder of expectations and learning habits such as talking, who they can work with, time allowed on a piece of work. Seating plans, no chewing, correct uniform etc.	state what your expectation is e.g. a class asked to work in specific groups... <i>If you choose to leave your seats or change group you are choosing to receive a C1.</i>
C1 VERBAL WARNING FOR NEGATIVE BEHAVIOUR.	verbal warning given by staff, student name MUST BE logged on the Consequence board or note pad C1's are NOT recorded on SIMS.	Remind student of your expectation(s) and re-direct. E.g. Name you have chosen to receive a C1. I need you to stop and to do If you choose to ignore this, you are choosing to have a C2 recorded.
C2 SECOND NEGATIVE BEHAVIOUR -IN CLASS INTERVENTION. SIMS SYSTEM LOG OF THE BEHAVIOUR	Second negative behaviours Must be logged on SIMS. The staff member and the student need to have a brief conversation to reconcile earlier behaviours and re-set expectations for next time they meet. If the student argues with any intervention or in the reconciling conversation move to C3 and set a detention for the next sessions.	<i>Name you have chosen to have to C2. Remind the student that to choose a C3 is to choose to move to the referral room.</i> Speak to student privately if possibly and remind and re-direct them to improve their behaviour. E.g. <i>I will check in 10 mins and I expect this amount of work to have been completed,</i> OR move the students seat, OR offer a time out max 5

		min to reflect on behaviour.
<p>C2 OTHER – RECORDED ON SIMS FOR</p> <p>In lessons for missing/incomplete home learning, lack of equipment Inc. PE kit, poor punctuality, mobile phone use, misuse of ICT. Detentions can be set by departments for a C2 other e.g. homework, late to lesson/form time</p> <p>In form time/PSE for - poor punctuality, lack of equipment, poor planner, uniform/make up jewellery. From tutors can issue detentions for C2 OTHER.</p> <p>At Break/Lunch times and lesson changeovers for- out of bounds, defiance to staff, litter or refusing to clear their plates etc. in the dining areas and poor behaviour. staff on duty must for record these C2 OTHERS. Detentions can be set by staff on duty for C2 OTHER logs.</p>		
<p style="text-align: center;">C3 Third in class learning behaviour Referral room and subject area detention.</p> <p>students complete a reflective exercise (yellow form) In the referral room.</p>	<p>Student is sent to department referral room- The student MUST take a C3 form signed by lesson teacher with classroom and referral room number and time on it. RECORD C3 on SIMS.</p> <p>Students return to their class teacher at the end of the lesson having completed the C3 form. Departments should issue a detention asap for the student.</p> <p>Students must be able to resume their next lesson with a clean slate.</p> <p>If a student does not attend the departmental detention or behaves poorly in the departmental detention notify BART HELPDESK so it can be logged as a C4</p>	<p>Name you have chosen a C3 and cannot stay in this classroom. Direct student to the referral room.</p> <p>Referral room staff direct student back to their lesson teacher as the lesson ends with the completed yellow form.</p>
<p style="text-align: center;">C3 OTHER - Out of class behaviours C3 log and detention with staff on duty.</p>	<p>C3 other- for an escalation of out of class C2. e.g. Where a student is defiant or uses swears. Detention and C3 OTHER issued by staff that witness behaviour -Staff on duty issues a detention the next break or lunch</p>	<p><i>Name you have chosen a C3 because you have been defiant and need to attend detention in With me at this time...</i></p>

	<p>NB: notify BART HELPDESK of C4 if a student doesn't attend your C3 detention.</p>	
<p>C4 ISOLATION</p>	<p>FOURTH IN CLASS Negative Learning behaviour Poor behaviour in the referral room Student sent from referral room to isolation via BART helpdesk or BART call out. The student remains in isolation for the remainder of the lesson and returns with completed yellow form to initial classroom for discussion.</p> <p>-Serious in class behaviour where a student needs to be removed from a classroom but the referral room is not appropriate. Use BART Help Desk email to request a call out e.g. verbal or physical abuse to staff or students. Refusal to hand in a confiscated item, Refusal stay for a detention Refusal to leave class for a C3 / go to the referral room.</p>	<p>All C4 in class followed up with 1 hr. detention by BART team and parents/carers contact.</p> <p>Serious in class behaviours will be given half or full day(s) isolation. All full/half day isolations are followed up by parents/carers contact and a student report card to track behaviour for a minimum of one week.</p>
<p>C4 OTHER ISOLATION</p>	<p>C4 other- out of class serious behaviour. E.g. Defiance to staff when C3 issued e.g. truancy, not attending a detention smoking, refusing to hand in an item for confiscation</p> <p>Poor behaviour in isolation results in repeat of isolation or C5.</p>	<p>All C4 others are initially 1 hr. isolation with BART team plus loss of break and or lunch.</p> <p>This may be extended to a half or full day isolation. Parents/carers are notified of all C4 logs and a student is placed on a report card to track behaviour for a minimum of one week.</p>

C5 EXCLUSION	Fixed Term Exclusion - Extreme events in or out of class/ poor behaviour in isolation.	All C5 incidents are followed with a parents/carers/student meeting with HOY or SLT prior to returning to lessons. Post exclusions students are monitored via report card for a minimum of 2 weeks.
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C4 ISOLATION

Students work in an isolation room for a set period of time. The students are provided with work from each lesson. Students are expected to work in silence and follow the school's behaviour expectations at all times in isolation. Students are escorted to the toilet area in R block prior to break and lunch times. Students remain in isolation during break and lunch times. Students have the option to bring a packed lunch or order from a set lunch menu. Lunch is delivered to the isolation area and eaten in isolation.

Poor behaviour in isolation may result in a fixed term exclusion.

SIMS- use the SIMS system to record all behaviours and detentions.

NB a SIMS log should not be cancelled if a C2 is issued- log it even if the student behaviour is positive afterwards.

Persistent Disruptive Behaviours

SIMS data is checked every day to monitor patterns of behaviour and to intervene with students that have repeat C2 and or C3 logs.

Daily- in addition to departmental sanctions

3 or more logs C2 and/or C3 logs in a day will be isolated in school on the following day. If a student repeats this pattern of behaviour they will be isolated on the following school day and a parents/carers meeting with the Head of Year will be needed.

Half Term - in addition to any departmental sanctions

6 or more C2/C3 logs - isolation and parents/carers contact with HOY – change to report card and call home?

9 or more C2/C3 logs- Isolation and HOY meeting with student and parents/carers.

9 or more C2/C3 incidents logged in any 2 half terms per academic year will result in a meeting with the Head of Key stage 3 or 4 and/or the Deputy Headteacher. Fixed term exclusions will be issued to students with persistent poor behaviour and a request to transfer school may be made.

Detentions.

Teachers have a legal power to place students (aged under 18) in detention with or without parent's/carers consent.

St Wilfrid's High School uses a detention system (including detention outside of school hours) as a sanction. Times outside of the normal school day when a detention can be issued include- after the school day has finished:

- Any school day when the student does not have the headteacher permission to be absent;
- An inset /teacher training day.

When detention is outside school hours, parents/carers are given notice, by SMS text message, email, phone call or a note in the student planner. Notice is not necessary for a break or lunchtime detention.

No student is exempt from detentions and all students are expected to attend a detention. Exceptions/re-arrangements can be made for extreme circumstances only.

The following sanctions/tasks are reasonable for a student to undertake while on a detention

- extra work or repeating unsatisfactory work until it reaches a required standard;
- Writing of essays or lines;
- Removal of privileges e.g. a school trip or event, a rewards breakfast or non-uniform day;
- A ban from representing the school at events, competitions and sport;
- School based community service or imposition of a task such as litter picking, removing graffiti, clearing up in the dining room.

Students that do not attend (except for parents/carers reported illness) are re-issued on one occasion only. After this student are isolated to until parent's/carers contact is made and an agreed detention date is confirmed.

REPORT CARDS- this is used to track and support student behaviour in all lessons. Any students placed on a report card is responsible for the signing of the card each lesson, at break and lunch times and by a parents/carers/career each day. Where a

report card is not signed or brought into school the student will be isolated. Students not meeting the targets set on the report will be detained at break and or lunch time.

PARENTS/CARERS / CARER CONTACT all C3 and C4 SIMS logs can be attached as a SMS text message. C2 logs with a detention can be sent as an SMS text message.

Parents/carers/ Carers can view all behaviour logs for a student on the learning gateway.

Support for students with persistent poor behaviours. Students may be offered further support from other services such as:

- School nurse
- EWO (Educational Welfare Officer)
- SENCO (Special Educational Needs Co-ordinator)
- Catholic Care
- CAMHs
- BEST team (Behaviour, Exclusion and Support Team)
- CAF team (Common Assessment Framework)
- Social Care Direct
- TYS (Targeted Youth Support)
- Young Peoples Drug Awareness Service
- Police Liaison Officer

Possible Intervention options for students with persistent poor behaviour may include

- A period of support, where preventative work is undertaken with a counsellor or BART team;
- Behaviour support plan or contract;
- Change of options or to pursue an alternative curriculum offer;
- Step out time from a subject area to work in the Solutions area of school;
- Part time timetable to be gradually increased max 6 weeks;
- Supervision at vulnerable times;
- Periods of isolation;
- Fixed term exclusion;
- Managed move to another school;
- School transfer;
- Permanent exclusion.

Behaviour and Reward Team (BART)

The BART team use the following areas of school, the BART incident room, an isolation room and a support area, Solutions. This is located in the Byland's Block of school

BART Incident room– report incidents, collect student and staff accounts, HOY referrals, student work room, pastoral support, removal of make-up, nail polish, change of shoes, borrow ties and report card checks. Students can access this area to contact parents/carers during the school day.

Isolation room– silent work in isolation. Students work in this room for the duration of the school day, including break and lunch. Lunch choice are limited to sandwiches and a drink from the canteen. Lunch is delivered to students (unless a packed lunch is brought). Students are able to use the toilets at break and lunch times.

Solutions- student support services, school attendance, students can work here if they are unable to go to lessons for medical reasons.

BART call out

If support is needed for poor behaviour/ student support, please send a student to:

- your department, office or referral room for a member of staff to call BART or
- BART in person to ask for support.
- or use the BART help desk email.

Please report incidents even if they occur at the end of lessons- the behaviour problems will carry on into the next lesson if not reported.

BART use the information from call outs to support lessons, plan intervention and as evidence for external agency support. HOYs use the info to inform parents/carers and plan intervention.

BART Role

Try to mediate a solution in the department by a student either

- returning to lesson,
- going to departmental referral room or HOD.
- removing a student to the Isolation area of school

If you think a student needs to be withdrawn and or further sanctions are needed, please take them to BART so statements can be written and if necessary a cooling off period/ further sanction given.

UNACCEPTABLE CONDUCT

Sanctions/ Punishment

Level 1 intervention (Class room teacher and HODs) C1 and C2

Verbal guidance and verbal warning issued

Move seating position in classroom

Note in planner

Log the behaviour incident on sims

Time out from the lesson – cooling off period outside the classroom (no more than 5 minutes and only send one pupil out at any one time)

Break time detention

Lunchtime detention

After School detention (In class detentions Monday – Thursday nights 3.15pm – 4.15pm)

If no improvement is made refer to Level 2

Level 2 intervention (Class room teacher referral to HOD) C3 or persistent C2 in a subject

Refer to Head of Department (making the form tutor and Head of Year aware)

After school detention (out of class detentions Monday and Thursday nights 3.15pm – 4.15pm)

Department report

Head of Department to call home and speak with parents/carers

Possible alternative Head of department intervention – i.e. change of teaching group

If no improvement is made refer to Level 3

Level 3 intervention (Head of Year,) Persistent misbehaviour C4 or persistent C2 and C3's in several areas of school

Head of Year intervention.

Break time detentions

Lunch time detentions

After School detentions

Head of year report cards

Isolation(s)

Head of Year to contact and formally meet with the parents/carers/carer concerned.

A review of the student's timetable and suitability of courses taken

A managed move or transfer of school will be discussed

If no improvement is made refer to Level 4

Level 4 intervention (Head of Year + Head of Key Stage) Persistent misbehaviour persistent C4 logs and C5 issued.

Meet with HOY to discuss the individual case and recorded action taken to date.

Instigate a behaviour contract with student, parents/carers/carers and school, to be reviewed on a regular (half term) basis.

Head of Year to instigate a student chronology held within the BART folder. Keeping a running record of reported incidents involving the student. The Head of Year will use the logged details on SIMs as a starting point for chronologies.

Further HOY intervention such as a change of Tutor group or half year group.

Fixed term exclusion for persistent disruptive behaviour

If no improvement, then refer to Level 5

Level 5 intervention (Assistant Head and Deputy Head– Pastoral,) Serious and Persistent poor behaviour - C5 logs

Meet with HOY to discuss the individual case and chronology and recorded action taken to date.

Update of behaviour contract/support plan

Assistant Headteacher to meet with the student, family and HOY to explore further support strategies and intervention. Students with repeat fixed term exclusions (including persistent poor behaviour) are at risk of a permanent exclusion.

Further support may be required/ offered from other services such as:

- School nurse
- EWO (Educational Welfare Officer)
- SENCO (Special Educational Needs Co-ordinator)
- Catholic Care or a school based counsellor
- CAMHS
- BEST team (Behaviour and Exclusion Support Team)
- CAF team (Common Assessment Framework)
- Early Help Hub
- Social Care Direct
- TYS (Targeted Youth Support) or YOT
- Young Persons Drug Advisory Service
- Police Liaison Officer

Possible Intervention/support options that may be offered

- A period of support, where preventative work is undertaken with the BART team.
- Behaviour contract and or support plan
- Change of timetable or to pursue an alternative curriculum offer
- Part time timetable to be gradually increased max 6 weeks.
- Pastoral support planning meeting
- One to one or group work with school based counsellor
- Supervision at vulnerable times
- Report cards
- Periods of isolation
- Fixed term exclusion
- Pupil referral services – step out or application for outreach.
- Managed move to another school
- School transfer
- Permanent exclusion.

All Level 5 cases to be recorded and logged on chronology and BART folder.

All level 5 cases to be highlighted and logged at the Core group weekly meetings.

Level 6 intervention (Assistant Head and Deputy Head– Pastoral and Headteacher) Serious misconduct and persistent poor behaviour

Meeting of the headteacher and deputy headteacher with the student and parents/carers/carers plus any additional agencies involved. Students at Level 6 are at imminent risk of permanent exclusion.

Persistent poor behaviour that challenges the school rules and disrupts school repeatedly

Extra ordinary incidents of serious misconduct, putting self and others at risk.

Repeated or serious acts of violence.

Second use drugs or selling of drugs of any form and or alcohol/cigarettes, E cigarettes, tobacco

Serious acts of defiance and non-compliance with school rules

Physical and Verbal abuse to students or staff

Threatening behaviour to staff and students

Persistent bullying in any form

Repeated acts of prejudice

Serious misconduct on or misuse of social media resulting in bullying in school.

The Reconciliation Process

At level 1-5 of intervention, a reconciliation process is needed to ensure the student has an opportunity to have a fresh start in the next lesson (Even if the behaviour resulted in the student being permanently removed from the lesson, reconciliation is needed for both staff member and student in order to function as a cohesive school community). The process need not take more than 5 minutes. It is important that during the meeting you explain to the student why you had to take the action you did. It is also important that the student is given the opportunity to express their opinion on what took place.

Uniform – (see Uniform Policy)

The uniform must be worn correctly at all times as explicitly stated in the uniform policy.

The uniform must be worn correctly:

- 1) At all times during the school day,
- 2) On arrival at school,
- 3) When travelling home from school,
- 4) At break or lunch time.
- 5) At some school events outside of the normal school day and on some school trips.

Items which are not permissible are as follows:

- All Jewellery (all forms of piercings, bracelets, bangles, necklaces, rings, charity/festival wrist bands)
- Sweat bands
- Large Hair accessories
- Bandannas worn as head bands
- Hats (unless a medical reason permits and other than for the winter months, when outside the school buildings))
- Scarves (other than for the winter months, when outside the school buildings)

- Gloves (other than for the winter months, when outside the school buildings)
- Non- black or Fashionable belts- including studs/crystal containing belts
- Black cardigans or jumpers
- Black skirts, skirts shorter than knee length and or made of jersey, stretchy materials
- Canvas, Jeans and or fitted/skinny trousers
- Non-black, patterned or sparkly tights.
- Leggings
- Ankle warmers
- Non- leather shoes Inc. trainers and boots
- Hoodies (unless required for a specific subject's purpose e.g. a school trip)
- Leather (faux or real) Fur (faux or real) and denim items of clothing

If students are not wearing the school uniform correctly, they will be required to change immediately. This may result in the student temporarily borrowing spare uniform from the school housekeeper, until the situation can be remedied at home and overnight. Students refusing to change uniform or remove make-up, jewellery, nail polish will be isolated or sent home.

Make up and Nail Varnish

Make-up (Inc. fake tan) and Nail varnish (including all forms false nails) should not be worn. Students will be provided with make-up wipes in order to remove their make- up and also they will be provided with nail varnish remover in order to remove nail varnish. Students refusing to remove make up or nail varnish/false nails will be isolated or sent home until they can comply with school expectations.

Hair Fashions

The following are not permissible:

- Hair extensions/weaves/ braids
- Hair Colours (non-natural colourings)
- Dip dye patterns
- Extreme Hair Styles- hair should be no shorter than a blade 1 with no tram lines or shaved patterns.

All of the above are not permissible and should be avoided during term time. Students will be isolated form lessons until they comply with the school rules on hair styles.

Food and drink

The following are not permissible:

- Canned drinks and chewing gum must not be brought on to school site
- Only water can be consumed during lessons, no food including sweets to be eaten during lesson time.

Bottles of Water

Students are permitted to bring bottles of water to school. Water bottles can be refilled before school and at social times. Students are not permitted to leave lessons to re-fill bottles.

Other items

The following are not permissible:

- Cigarettes/E cigarettes, tobacco, cigarette papers
- Alcohol
- Drugs- including illegal drugs, legal highs, controlled medical drugs. Over the counter and/or prescription medications can only be carried in school by a student where a parent's/carers agreement form has been signed.
- Fireworks
- Pornography
- Publications or material containing discriminatory or extremist views/opinions
- Dangerous items/weapons of any kind including, all types of knives, martial arts weapons, guns of any kind (including replica guns and pellet guns) laser pens and electrical stun equipment.

Technology

The following are not permissible:

- Mobile phones, MP3 players, games consoles, E-readers and tablets, cameras. These must not be used, seen or heard during school hours including before school, during break time, lunch or lesson time.

It is strongly encouraged that students do not bring expensive items to school. If a student chooses to bring such an item to school, e.g. a SMART mobile phone then they do so at their own risk.

If a parents/carers needs to contact their child, they may do so by leaving a message with reception.

If a student needs to speak with their parents/carers then they may request to do so with any member of staff who will direct them to an office phone, in order to make the call home.

Parents/carers will be contacted if their child is ill or if there has been a school emergency situation.

Any of the above mentioned non-permissible items may be confiscated and retained by school staff. This may lead to disciplinary sanction for the student.

The Learning Environment

- Students must arrive for lessons on time
- Students must be dressed in full correct uniform
- Students must bring all necessary equipment and books to the lesson
- Students must listen carefully to instructions regarding class work and homework
- Students must work to the best of their ability
- Students must demonstrate respectful behaviour towards staff
- Students must follow the reasonable requests of their staff the first time they are asked.
- Be respectful of the school environment including disposing of litter correctly and not grafting

Confiscation

As mentioned above items which do not conform to school policy may be confiscated.

The process

- First offence – confiscate the item for students to collect at the end of the day. Log the incident on SIMS.
- Repeat offence – confiscate the item for students to collect at the end of the week. Log the incident on SIMS.
- Persistent offender – confiscate the item for the student to collect at the end of the week. In this instance refer the case to the relevant HOY and to the Assistant Head (pastoral) who will inform the parents/carers.
- On one occasion only a parents/carers/carer or adult representative may collect a device up to 4pm on the day.
- As a school we are happy to hold items during the school day to prevent behavioural issues arising.

Labelling the items and storage

If an item is confiscated, label it immediately, date it, identify which member of staff has confiscated the item and BART will label when it can be returned. Place the labelled item with a member of the BART team who will place the item in the BART safe or locked store.

If the item is small enough, it should be placed into a sealed envelope with the above information clearly visible.

If it is an item of clothing, make sure a label with the above information is fixed to it.

Items will be placed in the BART safe or locked store until the student or their parents/carers collect the item.

Conduct on corridors and stair wells

- Students are not permitted to loiter around on school corridors and stair wells during break time or lunch time.
- Students are not permitted to eat or drink on the school corridors and stair wells during break time or lunch time. They must eat in the designated supervised areas of the dining rooms.
- Students are not permitted to run through the corridors or stair wells.
- When accessing corridors and stair wells they should keep to the right to allow for the safe transition of students from floor to floor.

Conduct in the dining room

- In order to reduce the possibility for litter being created and in order to create a safe and pleasant area for dining, we request that all students making purchases in the dining room at lunchtime, sit down and eat their meal, disposing of their rubbish in the bins provided when they have finished eating. No food is to be taken from the dining room.

Respect for all staff and the environment

- All students must be respectful and obedient to the reasonable requests made from all members of staff. All staff are committed to the welfare, safety and happiness of all our students.
- All students must make every effort to care for the school environment, ensuring no litter or waste is left around the school site and in the school buildings. Each student is to be responsible in placing their own litter in one of the many bins provided.

Unacceptable Conduct

- Arriving late to school
- Arriving late to lesson
- Disrupting a lesson or learning activity
- Impolite, rude, offensive or challenging behaviour to staff or students.
- Unacceptable, uncivilised or anti-social behaviour in and around the school site, travelling to and from school and off site whilst wearing school uniform or representing the school/ school trips.
- Failure to meet deadlines or produce work to an expected standard
- Truancy within or out of the school grounds.

Ball Games

- Ball games must reside in the confines of the tennis court and school fields.
- Rugby type games are not allowed in areas of school with hard surfaces e.g. tennis courts

Out of bounds areas

- The banking in between the tennis courts is out of bounds for all students at all times
- All areas other than the Dining rooms, tuck shop and lower tennis courts are out of bounds to all students at lunch times

The Tennis Courts (At break times only)

- The lower tennis courts are to be used by Years 10 and 11 and 6th form
- The upper tennis courts are to be used by Years 7,8 and 9

Off Site

No student in year groups 7 – 11 are permitted to be off site at any time during the school day.

If a student is required to leave school for a known appointment, parents/carers/carers are requested to inform the attendance officer prior to the appointment. Should a student need to leave school due to illness, school will contact parents/carers/carers to arrange for them to travel home. All students leaving school during normal school hours must sign out at reception before being collected by a parents/carers/guardian.

BULLYING

This guidance is in keeping with the number of statutory obligations on schools with regard to behaviour which establish clear responsibilities to respond to bullying. (Section 89 of the Education and Inspections Act 2006, Children Act 1989 and the Equality Act April 2011).

There are many legislative and non-statutory guidance drivers that relate to bullying, and these include the 2004 Children Act, the Human Rights Act, the Race Relations (Amendment) Act, the Disability Discrimination Act and the UN Convention on the Rights of the Child.

Bullying at St Wilfrid's

- Bullying of any form is unacceptable and will be dealt with severely at St Wilfrid's High School.
- Good behaviour should be encouraged in order to prevent all forms of bullying amongst students. (Education and Inspections Act 2006)
- At St Wilfrid's we value a positive and supportive learning environment, and this only occurs where there are shared values, beliefs and attitudes, and where there is mutual support and respect.
- All forms of discrimination are unacceptable and equal opportunities are recognised. (Equality Act 2011) The school ethos encourages students and staff to treat one another with respect and develops an awareness of how our actions affect others and the whole school environment.
- Where there is 'reasonable cause to suspect that a child is suffering, or is likely to suffer, significant harm', where this is the case, the school's designated member of staff with responsibility for safeguarding will report their concern to social care direct. (Children's Act 2006)
- The school's designated member of staff with responsibility for safeguarding may need to draw on a range of external services to support the student who is experiencing bullying, or to tackle any underlying issue which has contributed to a child instigating the bullying.
- Identifying and reporting concerns about bullying

All concerns about bullying will be taken seriously and investigated thoroughly. Students who are being bullied may not report it. However, there may be changes in their behaviour, such as becoming shy and nervous, feigning illness, taking unusual absences or clinging to adults. There may be evidence of changes in work patterns, lacking concentration or truanting from school. School teaching and non-teaching staff will be alert to the signs of bullying and act promptly and firmly against it in accordance with this policy.

- Students who are bullying others also need support to help them understand and change their behaviour.
- Students who are aware of bullying ('bystanders') can be a powerful force in helping to address it and will be encouraged to do so in a safe way.

All Students will be encouraged to report bullying by

- talking to a member of staff of their choice
- talking to a peer mentor
- using the secure and anonymous email drop box on the school web site
- contacting local and national support agencies for advice/support.

- Staff who are being bullied will be encouraged to report it to a colleague of their choice.
- Although bullying in itself is not a specific criminal offence in the UK, it is important to note that some types of harassing or threatening behaviour – or communications – could be a criminal offence (Protection from Harassment Act 1997, the Malicious Communications Act 1988, the Communications Act 2003 and the Public Order Act 1986). If we as a school, consider that an offence may have been committed we will seek advice from the police. For example, under the Malicious Communication Act 1988, it is an offence for a person to send an electronic communication to another person with the intent to cause distress or anxiety or to send an electronic communication which conveys a message which is indecent or grossly offensive, a threat, or information which is false and known or believed to be false by the sender.
- Bullying incidents occurring anywhere off the school premises, such as on school public transport, outside local shops, or in a town or village centre, will be investigated and acted upon. It will be considered whether it is appropriate to notify the police. If the misbehaviour could be criminal or poses a serious threat to a member of the public, the police will be informed.
- Where incidents of bullying occur, the student/students concerned are dealt with quickly.
- School sanctions/punishments will be enforced in order to show clearly that the behaviour is wrong. The consequences of bullying reflect the seriousness of the incident so that others see that bullying is unacceptable.
- Sanctions/punishments are applied fairly, consistently and reasonably taking account of any special educational needs, disabilities that the students may have and taking into account the needs of vulnerable students.

The following disciplinary steps can be taken:

- official warnings to cease offending
- detentions and supervised social times and registrations
- earlier start and later end of day times
- exclusion from certain areas of school premises
- exclusion from some or all lessons to work in BART
- confiscation of mobile phones, in line with our Acceptable Use (internet safety) policy
- fixed-term exclusion
- permanent exclusion

Pupils and staff who have been bullied will be supported by:

- offering an immediate opportunity to discuss the experience with a member of staff of their choice
- providing reassurance that the bullying will be addressed
- offering continuous support
- restoring self-esteem and confidence
- the use of specialist intervention and/or referrals to other agencies e.g. police liaison, KOOH where appropriate.

Although all incidents of bullying are serious, with potential impact on the victim, in many cases incidents can be responded to quickly and sensitively. This will involve an appropriate member of staff following the following procedures:

- Talk with victim to understand feelings;
- Talk with bully to give the "evidence" of distress / hurt; to reinforce view that behaviour is unacceptable; to encourage bully to make a response to victim in form of apology and seeking to improve relationship. This is more likely to be helpful if given a 'positive connotation', where the behaviour is construed as being positive or at least neutral to avoid the pupil becoming defensive;
- In talks with both victim and bully seek to discover whether there are underlying "reasons" for behaviour;
- Feedback to victim;
- Monitoring (may involve use of Peers);
- Parents/carers involvement
- Where this is not felt to be an adequate response, with the bullying deemed to be of a more serious or sustained nature, the authorised member of staff concerned should determine the strategies to put in place and ensure that all staff, young people and parents/carers understand those strategies.
- Restorative Justice may also be used. It is a method used in the criminal justice system, particularly in youth offending.

The particular features of Restorative Justice are:

- 1) **All parties involved in a particular conflict or offence come together to resolve how collectively they can deal with the aftermath and implications for the future;**
 - 2) Those responsible for the offence acknowledge the impact of what they have done and agree to make reparations, with the victim having their hurt acknowledged and amends made.
- If parents/carers are concerned or are aware of any bullying incident they must report it to their child's Head of Year immediately. Every reported bullying incident is managed swiftly and sensitively. School will resolve the issue in a way which protects the child.
 - Parents/carers can contact Parents/carers Line Plus on 0808 800 2222 for further advice on helping their child to deal with bullying. Parents/carers line Plus offers a 24-hour confidential and free line for parents/carers staffed by trained volunteers, as well as materials, workshops and courses that give parents/carers tools and ideas to build closer relationships with their children, and to help their children to make the most of life. There is extensive information on the [Parents/carers Line Plus website](#) where the leaflet on helping parents/carers worried about bullying, [Be Someone to Tell](#), can be downloaded.

- All bullying incidents must be logged on SIMS, reported to the relevant Head of Year and to the Assistant Head Teacher Key Stage 3 or 4.
- Work will continue to be completed with students through their tutor programme, assemblies and PSCHÉ lessons, so that they are made aware of the impact of bullying, the consequences and what role they can play in preventing bullying.
- As a school, we regularly update and evaluate our approach to take into account developments in technology and new Government directives.

ANTI BULLYING POLICY

Produced by the School's Student Voice

Every person in the school should be treated with respect.

Nobody should be bullied. If you feel you are being bullied – TELL SOMEONE.

If you are being bullied by anyone it is important to tell an adult who you can trust. The person could be a parents/carers, teacher, aunt or uncle etc. The important thing is to let somebody know so that the school is informed and so that a senior member of staff can deal with it.

Bullying will be dealt with seriously.

All reported incidents will be investigated.

A lot of things come under the label 'bullying'. These include all kinds of name calling, unkind actions, looks or remarks, taking or asking for money, ridiculing or making fun of students with any kind of medical condition, physical bullying, text or emailing unkind messages and ganging up on someone or isolating them.

Bullying should never be regarded as a normal part of growing up.

BULLYING HAS NO PLACE

At

St Wilfrid's Catholic High School

Together we aim to make St Wilfrid's bully-free

WE NEED YOUR HELP

Our expectations and Code of Conduct are based firmly upon the central Christian values of the Gospel. Our version of a school community built upon these values must be both positively promoted and also stoutly defended against attitudes and behaviour, which would seek to undermine it.

The exclusion of a pupil is a very serious matter. It is not a step, which a school takes lightly and is the consequence of a serious breach of school discipline. It needs to be stated that each and every particular situation will also be thoroughly investigated and judged on its own merits.

To be consistent and allow time for interventions to have impact. St Wilfrid's Catholic High school uses the following guidance for exclusions- fixed term or permanent*.

First excludable incident	1 day Fixed Term Exclusion (FTE)
Second excludable incident	1 day Fixed Term Exclusion (FTE)
Third excludable incident	2 day Fixed Term Exclusion (FTE)
Fourth excludable incident	3 day Fixed Term Exclusion (FTE)
Fifth excludable incident	5 day Fixed Term Exclusion (FTE)
Sixth excludable incident	5 day Fixed Term Exclusion (FTE)
Seventh excludable incident	Permanent Exclusion

*extreme or serious one off incidents for some behaviours may result in an a longer Fixed Period Exclusion (FPE) or an immediate permanent exclusion.

As a general guide the following behaviour will normally be deemed so serious as to warrant exclusion being considered as the appropriate punishment.

Violence

- violence against another pupil – may result in a fixed term exclusion
- Extreme or repeated acts of violence against pupils – permanent exclusion
- Violence against a member of staff – permanent exclusion

Sexual Assault/Sexually Offensive/Discriminatory Behaviour

Fixed term or permanent exclusion depending upon the seriousness of the incident. Repeated or extreme sexual assault/sexually offensive/discriminatory behaviour may result in a permanent exclusion having taken into account the nature of previous incidents

Drugs

- Involvement with drugs - fixed term exclusion.
- Being involved with drugs a second time - will result in permanent exclusion having taken into consideration the nature of both offences.
- Being responsible for bringing drugs into school—fixed term exclusion.
- Being responsible for bringing drugs into school a second time - will result in permanent exclusion having taken into consideration the nature of both offences
- Being responsible for selling/distributing drugs—permanent exclusion in all instances.

Drugs include illegal substances, controlled/prescription medications and other legal mind altering substances such as poppers/legal highs. This is not an exhaustive list

and students and parents/carers should be aware that no drugs should be used by students or brought onto school site. Parents/carers of students needing to use medical/prescribed drugs should sign a school medical agreement.

Alcohol

- Bringing alcohol into school—fixed term exclusion.
- Bringing alcohol into school second time— may result in permanent exclusion having taken into consideration the nature of previous offences.
- Consuming alcohol on school site or being on school site after consuming alcohol- fixed term exclusion.
- Consuming alcohol on school site or being on school site after consuming alcohol for a second time- may result in permanent exclusion having taken into consideration the nature of previous offences.

Serious Vandalism/Theft

- Incidents of serious vandalism or theft from school or persons in school - Fixed term or permanent exclusion depending upon the severity of the incident.
- Repeated incidents of serious vandalism/theft may result in permanent exclusion having taken into consideration the nature of previous offences.

Blatantly defying a member of staff

- Incidents of defiance and or serious defiance to staff - Fixed term or permanent exclusion depending upon the severity of the incident.
- Repeated incidents of defiance and or serious defiance to staff - may result in a permanent exclusion having taken into consideration the nature of previous offences.

Deliberately setting off Fire Alarm

- Fixed term exclusion.
- Repeated incidents of deliberately setting off fire alarm- may result in a permanent exclusion having taken into consideration the nature of previous offences.

Bullying and Discriminatory Behaviour

- Fixed term or permanent exclusion (depending on circumstances)
- Repeated incidents of bullying and discriminatory behaviour may result in a permanent exclusion having taken into consideration the nature of previous offences.

Bringing an offensive weapon into school

- Fixed term or permanent exclusion depending upon the severity of the incident.
- Repeated incidents of bringing an offensive weapon into school may result in a permanent exclusion having taken into consideration the nature of previous offences.

Use of an offensive weapon in school

- **Permanent Exclusion**

Refusal to attend school

- Repeated incidents of refusing to attend school may result in a permanent exclusion having taken into consideration the nature of previous offences.

Verbal Abuse to Staff

- Fixed term exclusion
- Repeated incidents of verbal abuse to staff may result in a permanent exclusion having taken into consideration the nature of previous offences.

Persistent Disruptive/Challenging or Violation of school rules

- Fixed term exclusion
- Repeated incidents of persistent disruptive/challenging or violation of school rules

may result in a permanent exclusion having taken into consideration the nature of previous offences.

NB

- Behaviour which leads to a fixed term exclusion may lead to a permanent exclusion depending upon gravity or if it is repeated.
- Certain examples of behaviour described above will actually qualify as "criminal". In some cases, the school will have to involve external agencies, e.g. Police, Social Services.
- Any of the above examples of pupil behaviour, which are 'school-related', will merit the above sanctions even where they happen outside school hours and off school premises.
- The school reserves the right to add to the above list should the need arise. It must be remembered that the above are only broad guidelines and cannot cover every situation where exclusion may be the correct sanction.

PARENTS/CARERS AND THE HOME SCHOOL AGREEMENT

HOME/SCHOOL AGREEMENT

Name of pupil _____

With the complete and active support of Parents/carers, St Wilfrid's Catholic High School, and Sixth Form College can fulfil its Mission of Care and Education for your child.

The school will:

- Endeavour to provide an environment where children feel able to discuss any difficulties or worries with the Form tutor, and/or subject teacher and senior staff.
- Welcome, value, teach and encourage the development of your child in accordance with the school's mission statement.
- Keep regular contact with you about your child's progress through the home-school planner, giving regard to positive and negative features.
- Ensure that your child is treated fairly.
- Encourage good behaviour and standards from your child and all the pupils within our school.

You will:

- Ensure that your child arrives at school safely in full uniform, on time everyday unless circumstances prevent.
- Support the Catholic values of the school and encourage your child to do the same.
- Support the discipline and pastoral care as outlined in the school prospectus and your child's pupil planner.
- Discuss any concerns or difficulties in a reasonable manner with the Head Teacher and/or other delegated teachers by appointment.
- Support the home school daily planner to aid your child's progress and to ensure it is signed on a weekly basis.
- Attend Parents/carers' Evening appointments and where possible, any other occasional meetings by appointment given reasonable notice.
- Actively support and encourage your child to do all home learning set and hand it in on time.
- Ensure that your child has the correct equipment needed for school.
- Avoid family holidays in school time.

Your child will:

- Attend school in full uniform, with full equipment and on time.
- Travel to and from school in a safe and courteous way, acting and treating other students and members of public in a respectful manner.
- Treat other children with respect, both in and out of the classroom.
- Respect all staff; be obedient, honest and courteous.
- Try to do his/her work, including home learning, as well as possible.
- Participate in school liturgical events.
- Obey the school rules.
- Respect the school property and environment.

Signed: Parents/carers/Guardian _____ Date: _____

Pupil _____ Date: _____

Headteacher _____ Date: _____

Beginning September 2016-17

