

## **Carr Hill High School & Sixth Form Centre**

### **Behaviour For Learning Policy**

***We are proud to belong to the Carr Hill Community where we pursue excellence through commitment, aspiration, resilience and respect.***

#### **Rationale**

Carr Hill High School & Sixth Form Centre is a place for learning where positive working relationships between students and staff are based on mutual respect. Our Behaviour for Learning Policy emphasizes that students and school staff maintain high standards of work, effort, appearance, manners and consideration for others and the environment. We acknowledge that for young people to learn effectively they must be given the opportunity to study in a calm, orderly and well-disciplined environment. When home and school work together, sharing the same high standards and expectations, students are confident of how they need to behave in order to be safe and successful in school. The school's disciplinary system works to ensure that good behaviour is acknowledged and reinforced whilst poor behaviour is challenged and changed.

The Behaviour for Learning Policy should be consulted alongside the following associated policies and practices:

- Inclusion
- Rewards
- Attendance
- Teaching and Learning
- Classroom Rules
- Anti-Bullying Policy
- E-safety policy
- Lancashire Authority –Dealing with Racists Incidents
- Screening and searching pupils
- The power to use reasonable force
- The power to discipline beyond the school gates
- Working with external agencies

Students and staff at Carr Hill High School are expected to:

- Show respect for students at all times
- Show respect for all adults at all times
- Treat their school environment with care and respect
- Work to the best of their ability
- Participate in school life
- Represent school at all times in a manner of which school will be proud.

Carr Hill High School will not accept abusive treatment of staff by students, parents, carers, members of the public or representatives of other organisations. Abusive treatment of staff may lead to a permanent ban on all contact with school and all presence in or near the school grounds.

### **Scope of the policy:**

Where poor behaviour occurs in school, on school trips or events, or during the journey to and from school the policy will be applied. If poor behaviour occurs out of school but there is a school connection, eg those involved are school students, or the behaviour contravenes the Behaviour Policy, or brings the school into disrepute, the policy will be applied.

#### **A. Supporting Positive Behaviour**

We expect our students to support the ethos of the school by

- Being present
- Being punctual
- Being positive
- Being polite
- Being proud
- Being prepared

Where students meet expectations they are praised through their receipt of merits, college rewards, blazer badges and their achievements are celebrated at our awards events.

1. Merits are awarded for:
  - Behavior and attitude
  - Classwork
  - Helping and caring for others
  - Homework
  - Demonstrating positive behaviour and attitude outside the classroom
  - 100% attendance in a half term
  - No demerits in a half term
  - Academic achievement consistently on target
2. College rewards include trips, visits and stationery
3. Blazer badges (bronze, silver, gold, platinum) are awarded for
  - 100% attendance
  - Merits accumulated
  - Subject Achievement
  - Exemplary behavior
4. Awards events offer the opportunity for parents and carers to join the school in celebrating the best achievements of all.

## **B. Responding to unacceptable behaviour**

When young people choose to break rules or behave unacceptably, then they must understand that there will be consequences. Carr Hill High School strives to apply these consequences in a consistent and proportional manner. Parents can find it distressing or worrying when their child is punished by the school, however, our experience tells us that by supporting the school the matter is more rapidly resolved and the young person is less likely to misbehave in the future.

It is the policy of the school to involve parents and carers in the behaviour management of their child at school and to share with them information and data about their child.

### **Sanctions**

The range of sanctions open to all staff include: a verbal warning or reprimand, Demerits, additional written work, Time Out (temporary removal to another classroom), Red Alert (removal to Isolation), detentions, signing the Conduct Card (for uniform or minor behaviour outside of classrooms), and restorative justice.

More serious sanctions would include:

## **a) Detentions**

After school detentions, with due notice afforded to parents, are compulsory. In accepting a place for your child at Carr Hill High School you have agreed to support us in ensuring attendance at any after school detention issued. Under Section 550B of the Education Act 1996 inserted by Section 5 of the Education Act 1997 schools have a legal authority to detain students on disciplinary grounds after the end of a school session. A detention will be rearranged when a student has a medical appointment that is supported by a note from the doctor/appointment card. At all other times students must attend.

Detentions take place at lunchtime and after school, and are administered by the Colleges.

## **b) Isolation Room:**

Isolation is used as a response with students who demonstrate extremely poor and/or disruptive behaviour. Students who reach 'Red Alert' removal are placed in isolation for at least the remainder of that period and parents are notified. Students who are placed on zero tolerance report are placed in Isolation if they do not successfully complete their targets. At times students may not return to the lesson where their poor behaviour occurred until a restorative meeting has occurred with the student and teacher. A school sanction will follow being placed in isolation.

## **c) Report Cards:**

There are several report cards, each monitoring aspects of student behaviour, work and attendance. Each card lasts for an agreed monitoring period of at least one week and, depending on the reports from staff, students may move up or down the card system. All cards require parental signature and monitoring. Zero Tolerance cards are used for fixed periods with students on the cusp of permanent exclusion unless they demonstrate substantial alterations in behaviour and attitude.

## **d) Fixed Term Exclusion:**

For repeated poor behaviour or a serious one-off offence the Headteacher is permitted to, and will use, fixed-term exclusions to ensure Carr Hill remains a calm, orderly and well-disciplined community. For example, but not exclusively, behaviours that can lead to fixed term exclusions, of varying length, include: persistent bullying; hitting/assaulting a student; persistently arguing or being rude or threatening to a member of staff; persistent defiance or refusal to follow school rules; persistent disruption of lessons; persistent smoking on school premises or an incident of selling cigarettes; possessing alcohol or an illegal substance on school premises. Misuse of the internet, email, texting or social networking sites, where such misuse has a school

aspect to it, can also lead to fixed term exclusion and may contribute to a decision to permanently exclude. Students are not permitted to use mobile phones during the school day except with permission in an emergency. Any student misusing their phone may receive fixed term exclusion. The use of a mobile phone or other device during an incident of poor behaviour, is considered an aggravating factor by the school, and will lead to a longer fixed term exclusion or a decision to permanently exclude.

## **e) Permanent Exclusion:**

In rare cases behaviour merits the permanent exclusion of a student who continually fails to meet the standards, including persisting in the behaviours described above. Permanent exclusion can also be used for a very serious one-off incident, including but not exclusively: theft, selling or distributing illegal substances, any action that is potentially criminal, serious violence/assault; seriously damaging school property/facilities.

## **C. Support for students:**

### **a) The school has a number of staff who work hard to help students to maintain their positive behaviour:**

- Mentors, Teaching staff, Care Leaders, College Leaders and Senior Managers all provide care, support and guidance to young people on a daily basis.
- In addition, the SEN department, the Intervention and Inclusion Unit provide highly specialised, professional and intensive support for some students.
- On occasions Pastoral Support Programmes are devised for students who are in danger of exclusion or have on-going significant issues which require external agency help.

### **b) Cool Down Card:**

Students who are known to suffer behavioural or aggression problems are eligible for a "Cool Down" card, entitling a student to leave a potentially difficult behavioural situation for him/her in the classroom for five minutes cool-off time outside the classroom door, without the permission of the teacher. In extreme circumstances, students have permission on using the Cool Down Card to report to a designated member of staff. Cool Down Cards are generally issued by College Care Leaders.

**c) Behaviour Contract:**

The Behaviour Contract is used for a variety of issues such as bullying, poor behaviour in a subject area / with a particular member of staff, poor behaviour at break / lunchtimes, disruptive behaviour on the bus. The contract contains targets which if not successfully completed can result in isolation, A BLP or exclusion. The Behaviour Contract is signed by the school, parents and the student and retained in the student's records.

**d) Behaviour for Learning Plan:**

The Behaviour for Learning Plan is a 12 week support plan for students at risk of disengaging or who are hindering the learning of themselves or others due to their behaviour. College staff arrange an initial BLP meeting with parents, staff and the student, in order to agree a support plan for the student. The school sets targets in discussion with the student and relevant staff. The plan is reviewed after a maximum of 6 weeks, however, in many cases a number of reviews will take place during this period. At the end of the 12 week plan, a meeting is held to decide on either an extension to the plan, a transfer to a PSP (see below) or an ongoing lower level support package. In some circumstances, a PSP may not be beneficial or appropriate, and in such circumstances a student may face a fixed term or permanent exclusion without one.

**e) Pastoral Support Plan:**

The Pastoral Support Plan is a maximum 16 week provision which aims to support students at risk of exclusion or further exclusion, those requiring multi-agency external support, students in difficult circumstances and those who have become disaffected. College staff arrange an initial PSP meeting with parents, staff, the student and external agencies as deemed necessary, in order to agree a support plan for the student. The school sets targets in discussion with the student and relevant staff. The plan is reviewed after a maximum of 8 weeks, however, in many cases a number of reviews will take place during this period. At the end of the 16 week plan, a meeting is held to decide on either an extension to the plan, an ongoing lower level support package, a managed transfer or permanent exclusion as appropriate. Pastoral Support Plans are not appropriate support for every student or every incident of persistent poor behaviour and specialist staff in school assess whether to use one on a case-by-case basis. As a result, students may behave in a manner warranting permanent exclusion, who do not have a PSP.

## f) Time Out/Respite – The McKee Centre, LEMS:

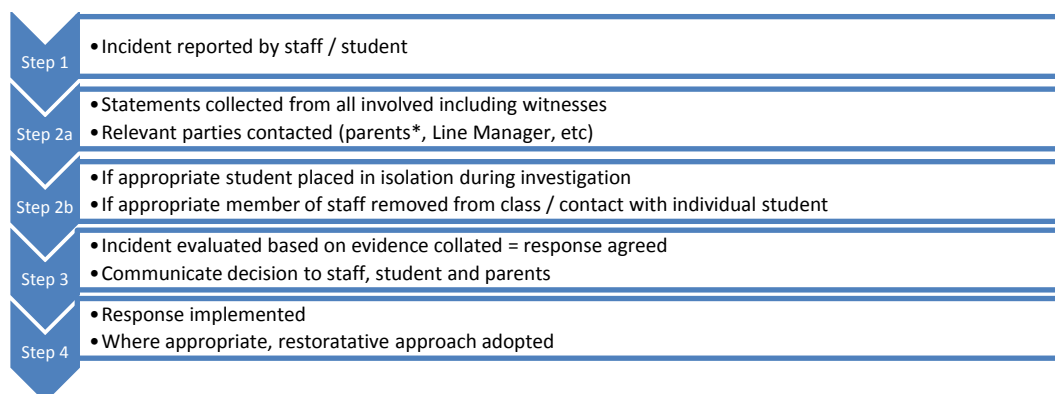
Student time out at the McKee Centre (Poulton) can sometimes be arranged depending upon the circumstances as presented. We have a reciprocal agreement whereby students may spend time at the alternative establishment with a view to;

- Time out/reflection time for our students.
- Re-integration into main stream school with us from the McKee Centre.

LEMS (Poulton or Preston) is accessed by the school when medical issues prevent a student from engaging with their education at Carr Hill. This is a short term facility and is accessed in agreement with parents.

## D. The investigation of incidents

The process:



\*in exceptional circumstances, for example where a complex incident requires thorough investigation before parents can be approached with information, or where the school has reason to believe contacting parents may prejudice the outcome of its investigation, the school may delay contacting parents until the investigation is completed.

## **Student Statements:**

Student statements pertaining to incidents should be completed on the standard Statement pro-forma. Any statements relating to potential Child Protection issues should be directed to the Designated Child Protection Officers in school.

## **E. Staff Training**

The school seeks to provide its staff, both teaching and non-teaching, with behaviour management

training as appropriate.

## **F. Physical restraint**

Where appropriate Carr Hill staff have the authority to exercise physical restraint powers. It is never acceptable to use physical restraint or force as a punishment but reasonable force can be used to prevent pupils from hurting themselves or others, from damaging property, or from causing disorder.

## **G. External Agencies:**

Carr Hill High School & Sixth Form Centre works actively with external agencies in the interest of both individual students and their families. These agencies include;

- YPS
- The Police
- The McKee Centre
- ACERS
- CAMHS
- Children's Integrated Services
- Connect
- Butterfly Project
- Phoenix Project
- Addaction
- Awaken
- School Nurse
- Safer Travel
- What's on Your Mind
- Peer Support
- Supporting Fylde Families
- Cascade
- Young Carers



## **H. Confiscation of inappropriate items**

Members of the school staff, as nominated by the Headteacher, have the power to confiscate, retain or dispose of a pupil's property as a punishment. Any item confiscated, including mobile phones, will be stored at reception until collected by a parent other than prohibited items which will be disposed of or handed to the police as appropriate. Prohibited items, for which nominated staff have the power to search students and their belongings without consent include:

- Knives and weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- Pornographic images
- Any item deemed inappropriate or that has been or is likely to be used to commit an offence, cause personal injury or damage to property

## **I. Searching and Screening**

Under common law and Section 2 of the 2011 Education Act schools have the ability to search and confiscate any items which they believe pose a danger or threat to pupils, or any other persons on school premises. This does not require consent, however, a request will always be made. Any refusal to comply with a search request will, in itself, be a disciplinary matter. The Police may be called to deal with any search if that is considered appropriate.

If a pupil does refuse, a search will be carried out if it is reasonably suspected that a pupil has 'prohibited items' in their possessions:

- knives or weapons
- alcohol
- a controlled drug
- stolen property

## The searching of pupils and their belongings

- must be done by an authorised member of staff (all Carr Hill staff are authorised)
- the staff member must be of the same sex as the student
- there must be another member of staff present as a witness – also of the same sex, if possible
- searches can only be carried out on school premises, or where staff have control of pupils (education visits etc.).
- searches will not require the removal of clothing, apart from outer clothing
- can search pockets, but no form of intimate search
- reasonable force can be used, as required
- there is no requirement to notify parents, either before or after the search
- there is no requirement for staff to be trained but our staff are
- there is a requirement to keep a written record of any search carried out

### **J. Confiscation**

Items can be seized and retained and dealt with in an appropriate manner. Weapons must be handed over to the Police and drugs should be handed to the Police.

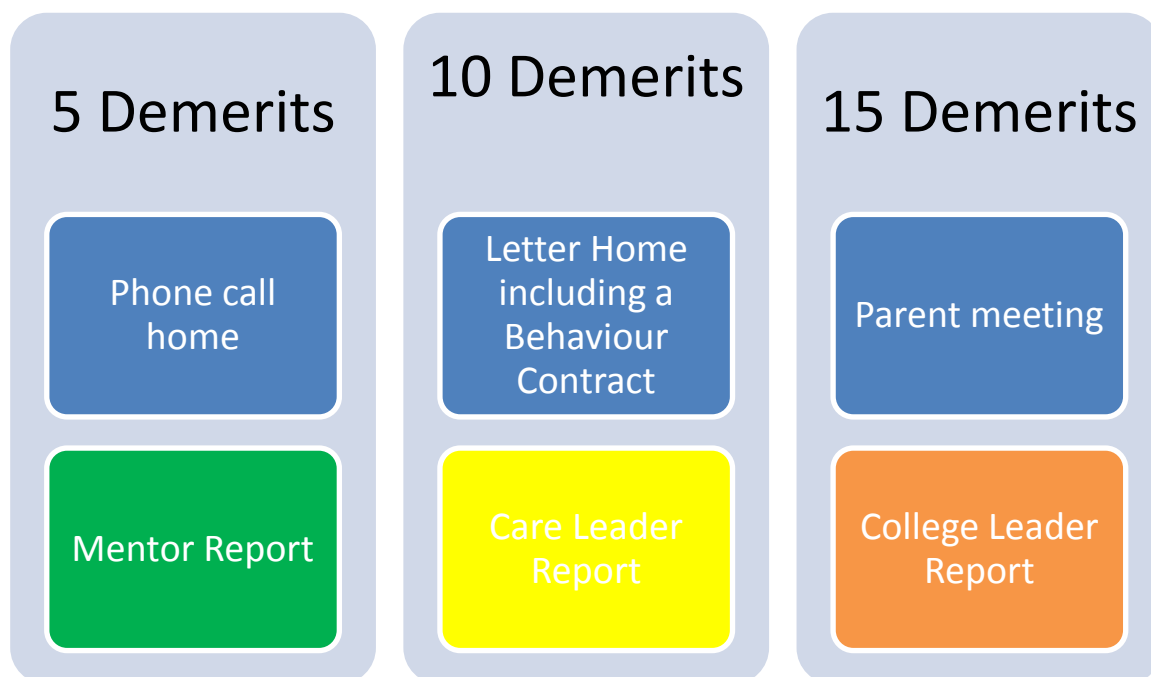
### **K. Mobile phones and other electronic devices**

Data and files from these items may be examined if there is reason to do so. If it is decided to return the item to the pupil, any data or files may be erased if there is reason to do so.

### **L. Appendices to Behaviour for Learning Policy**

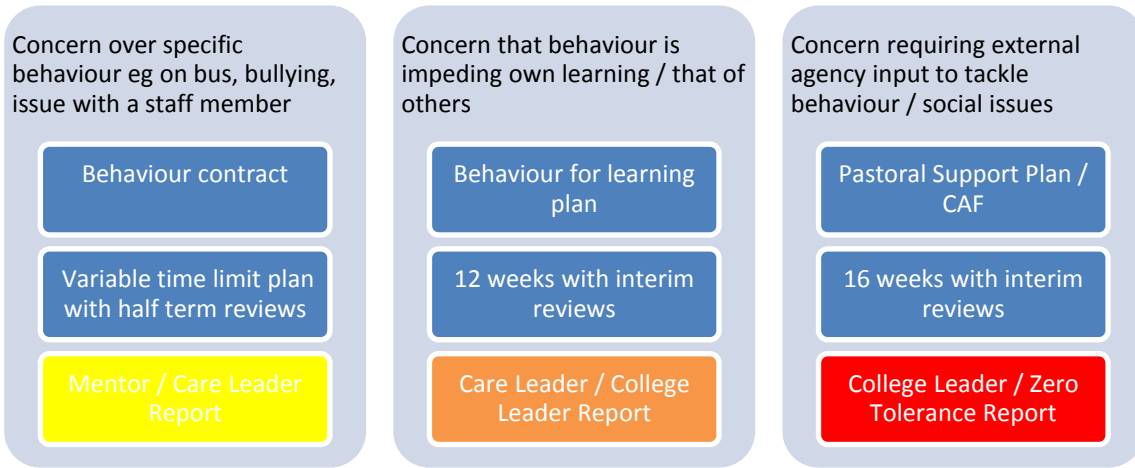
- Offences Committed on Social Networking Sites
- Uniform Policy
- School Rules
- Behaviour out of school
- Complaints Policy

**M. Triggers for Report Cards (Trigger points by number of Demerits at any point within the year)**



If the monitoring of a pupil's behaviour through the report card system does not lead to an improvement then a BLP (Behaviour for Learning Plan) will be implemented. A Behaviour for Learning Plan will be triggered at 25 demerits and a PSP (Pastoral Support Plan) at 40 demerits but College Leaders will use their discretion and professional judgment to inform the earlier triggers for these plans as necessary.

## N. Triggers for other support plans



**Offences Committed on Social Networking Sites.**

**Email, Mobile Technology and the Internet**

***Threats to kill***

Conviction of a Summary Offence: A fine and/or a maximum of 6 months imprisonment

Conviction of an Indictable Offence: 10 years in prison

***Intended harassment of another person***

Conviction of a Summary Offence: A fine and/or a maximum 6 months in prison

***Putting a person in fear of violence***

Conviction of a Summary Offence: A fine and/or maximum of 6 months in prison

Conviction of an Indictable Offence: A fine and/or a maximum of 5 years imprisonment

***Intending to cause distress or anxiety by sending indecent, offensive or threatening letters, electronic communication or other articles to another person***

Conviction of a Summary Offence: A fine and/or maximum of 6 months in prison

***Threats to destroy or damage property***

Conviction of a Summary Offence: A fine and/or a maximum of 6 months imprisonment

Conviction of an Indictable Offence: 10 years in prison

***Causing Intentional harassment, alarm or distress***

*Conviction of a Summary Offence: A fine and/or maximum of 6 months in prison*

**Summary offences include** *less serious offences (Magistrates' Court)*

**Indictable offences** *are more serious. (Higher court by a judge and jury)*

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Review: Autumn 2017

Ian Marquis, Chair of Governors

Linda Nulty, Vice Chair