

POLICY FOR PROMOTING AND SUSTAINING GOOD BEHAVIOUR 2020-2022

If pupils are to gain maximum benefit from their time at Cross and Passion College, it is essential that they work to the best of their ability and behave in a responsible manner, showing respect for other pupils, staff and property.

Our policy of promoting and sustaining good behaviour is based on the Catholic ethos of our school. We believe that children will learn best in an ordered environment where there are good relationships based on mutual respect for all in the school community.

It is expected that parents will fully support the school in seeking to ensure that their child's work and behaviour are of a high standard and that s/he does not behave in a manner which may be detrimental to the education or well-being of others.

We seek to promote and sustain good behaviour in the following ways:

- by actively seeking the cooperation of all pupils in their learning
- by encouraging self-discipline and a sense of responsibility
- by having clear expectations of behaviour for our pupils in all situations
- by insisting on high standards in relation to uniform, behaviour, attendance and punctuality
- by respecting the rights of all pupils to learn and all teachers to teach
- by ensuring that consequences are fair and appropriate and are applied consistently and persistently
- by respecting the dignity and self-worth of all members of the school community
- by actively seeking out, promoting and rewarding good behaviour in our pupils
- by providing a curriculum which is appropriate to the needs of pupils
- by providing a range of extra-curricular activities which pupils can enjoy
- by providing a pastoral care system where Form Teachers and Year Heads can advise and assist pupils who are experiencing difficulties of any kind
- by promoting strong links with parents so that the school and parents can cooperate fully in ensuring pupils' progress and happiness
- by enlisting the help of outside agencies e.g. counsellor, school psychologist or the Education Welfare Officer to help pupils who are experiencing difficulties

Classroom Behaviour

Most pupils work hard and behave appropriately, but where work or behaviour fall below acceptable standards, consequences will follow.

In the classroom

In order to establish a positive school climate and a classroom atmosphere conducive to learning, teachers in Cross and Passion College employ a consistent, dignified and positive approach to promoting and sustaining good behaviour, in which pupils are taught and encouraged to choose responsible behaviour, thereby raising their self-esteem and increasing their academic success. We provide positive reinforcement in a clear, concise, understandable manner for pupils.

In order to help pupils to choose responsible behaviour, each teacher/department devises a **Classroom Behaviour Plan** which incorporates a set of **classroom rules**, **positive recognition** if pupils adhere to the rules, and **consequences** should pupils choose not to observe the rules.

If pupils are to succeed, they need to know what is expected of them and that their good behaviour will be recognised and supported. Pupils also need to know the limits and what will occur if they choose not to comply with those expectations.

Benefits of a Classroom Behaviour Plan

A behaviour plan:

- protects pupils' right to learn
- protects the teachers' right to teach
- ensures that everyone feels safe and secure in the classroom

In order to monitor the behaviour of pupils in class, teachers may use a **Behaviour Tracking Sheet**. If a pupil chooses irresponsible behaviour, his/her name is recorded on this tracking sheet. If the pupil continues to choose irresponsible behaviour, s/he knows that consequences are inevitable. Consequences are not punishment – they are actions that pupils know will occur should they choose to break the rules of the classroom.

Consequences are organised into a hierarchy as part of the classroom behaviour plan and include:

1. Verbal warning
2. Recorded warning
3. Blue form – contact with home
4. Exclusion from class

In the event of a serious misdemeanour in class, the teacher may employ an **exclusion from class/Severe Clause**, which involves the removal of the pupil from the classroom. This internal exclusion may include detention at break time and part of lunchtime. Parents are informed about this exclusion from class by the Year Head and, if more than two offences occur, parents/carers will be invited to come into school. If inappropriate behaviour persists, this

may result in an interview with the Pastoral Committee – Principal, Vice Principal, Year Head and a member of the Board of Governors.

Serious misdemeanour includes:

- the use of bad language to a teacher or to another pupil
- abusive/hurtful remarks to another pupil or teacher
- outright refusal to accept direction/authority of the teacher
- ongoing disruptive behaviour which stops teaching and learning
- striking another pupil

Detention at break time and/or lunchtime and/or after school are also used for breaches of school rules e.g. out of bounds; off school premises; smoking; incorrect uniform; breaches of make-up, defiance re jewellery, being late for school etc.

Role of the Year Head

The Year Head has a keen interest in the welfare and well-being of all pupils within the year group. S/he plays a vital role in planning and implementing the pastoral care policy of the school, and in maintaining the caring atmosphere of Cross and Passion College. The Year Head has responsibility in the areas of attendance and punctuality, promoting good behaviour, monitoring academic progress and management of a team of Form Teachers (Pastoral Team).

The Year Head and Pastoral Team

- build a sense of belonging and loyalty among pupils to the school and to each other
- maintain accurate records relating to child welfare and safety in keeping with the school's Safeguarding Children Policy
- monitor the attendance and punctuality of all pupils in the year group
- assist in the promotion of good behaviour and a sense of order
- monitor the academic progress of all the pupils in the year group
- monitor and evaluate all aspects of their pastoral responsibilities

The Year Head addresses the issue of a pupil whose work or behaviour is unsatisfactory. Usually the Year Head will speak to/mentor the pupil, but, if there is no improvement, the following steps may be taken:

- There may be detention at break time, lunchtime or after school.
- The pupil may be put on a Year Head's report card. This involves carrying a report card which is completed by teachers who comment on work and behaviour. Parents are notified when a pupil is placed on report and are asked to sign the report each day.
- Parents may be invited to come into school to discuss the situation with the Year Head.

If a pupil still fails to respond positively

- S/he may be withdrawn from class for a period of time, during which s/he works under the supervision of the Study Supervisor and supervising teacher. Parents will be notified by the Year Head when this action is taken and why it has become necessary.
- The **Behaviour Support Group** will provide additional support for the pupil. The pupil's behaviour is monitored by a team of teachers on a daily basis.
- The pupil may be required to attend a meeting with the Pastoral Committee.

Formal Written Warning

In certain situations, before a suspension is enacted, a pupil may be issued with a formal written warning, kept on record for a period of a half term, outlining the consequences of further inappropriate behaviour.

Suspension

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decision to suspend is never taken lightly. This decision will be made following consultation with the Senior Leadership Team, Year Head and relevant staff. Parents are informed of a serious issue which is under investigation and may result in suspension. Parents are then informed of the school's decision. On occasions, parents may be required to collect a pupil from school to facilitate a 'cooling off' period, where remaining in school could seriously harm the pupil's own education or welfare or that of another pupil. Should suspension be enacted, this will be for a period of up to five days and, with the approval of the Board of Governors, it may be extended to a maximum of forty-five days in any one school year. When a pupil is suspended, parents, the Chairman of the Board of Governors, CCMS and the North Eastern Education and Library Board are notified in writing.

Suspended pupils and their parents may be required to attend a meeting with the Principal, the Year Head and the Chairperson of the Board of Governors.

The outcome of the meeting may be:

- (i) to re-admit the pupil subject to terms specified in writing
- or**
- (ii) to transfer the pupil to another school, an Educational Guidance Centre or other establishment.

The Principal may suspend/expel pupils who, in her opinion, are guilty of very serious breaches of discipline, such as the following:

- Physical assault on another pupil or teacher
- Fighting
 - **Physical violence can never be seen as acceptable**
 - **Each incident will be judged on its own merits/circumstances**
 - **Instigating a fight/provocation is deemed to be more serious**
- Bullying
- Verbal abuse of school staff **inside or outside of school**
- Severe disruption of lessons
- Persistent misbehaviour/disruption of class
- Persistent abuse of school rules on issues such as smoking, entering out of bounds areas
- Misuse of mobile phones, including taking pictures or videos on school grounds, with or without the knowledge of the subject
- Disobedience and refusal to accept direction
- Persistent breaches of the school's dress code
- Absence from class/school without permission
- Theft/damage of school property
- Theft/damage of a pupil's property
- Theft/damage of a teacher's property
- Theft/damage of property outside school
- Possession of alcohol/illegal drugs
- Taking/selling alcohol/illegal drugs
- Substance abuse
- Coming into school under the influence of alcohol/illegal drugs
- Inappropriate sexual behaviour

Expulsion – procedures governing all expulsions

An expulsion may occur for one of two reasons:

- a **“single major incident”** involving gross misconduct
- as a **“last resort”**, that is:
 - “where the school has taken all reasonable steps to avoid expelling a pupil”
- Or
- “where allowing the pupil to remain in school would be seriously detrimental to the education and welfare of the pupil, or that of others in the school.” (DFE Circular No 10/94)
- Where an incident occurs which is clearly or may possibly be of a criminal nature, the police, parent/carer together with Senior Management Officer,

Designated Officer of the local ELB and Social Services must be consulted by the Principal and a suspension invoked immediately, pending arrangements being made for the consideration of an expulsion.

For Breakages, damage or loss of property

Parents will be required to pay the full cost of the following:

- (a) School or library books - lost, defaced or otherwise damaged
- (b) School equipment lost or damaged
- (c) Interference with fire equipment - fire bells, extinguishers and signs
- (d) Repair of any damage (including graffiti) to the school building and its furniture and fittings where this is the result of a pupil's behaviour
- (e) Replacement or repair of another pupil's or teacher's property which is lost or damaged as a result of a pupil's behaviour