

# Behaviour Policy

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## **Behaviour Management - Sanctions**

The Poltair School Behaviour Policy provides a clear system of consequences for staff to apply when students do not manage to reach the high standards expected both inside and outside the classroom. This document should be used in conjunction with the Poltair School Rewards Policy.

### **Vision**

Providing a safe, calm and orderly environment where all students are ready to learn and no individual impacts on the learning of others.

### **Aim**

- To create an environment conducive to learning.
- To ensure behaviour is managed consistently and fairly.
- To provide a framework of 'actions equal consequences'.
- To enable behaviour to be monitored and tracked by staff, students and parents.

## Consequence Structure and Information

Verbal Warning	Student does not meet the expected learning standard	
1-point	10-minute detention held with the subject teacher  <i>(1 point logged on ClassCharts)</i>	<ul style="list-style-type: none"> <li>▪ Inappropriate behaviour in class e.g., inappropriate language, off task, shouting out, inappropriate use of ICT, answering back</li> <li>▪ PE kit 1<sup>st</sup> offence</li> <li>▪ Minor classwork concerns</li> <li>▪ Minor homework concerns</li> </ul>
2-point	10-minute centralised lunchtime detention  <i>(2 points logged on ClassCharts)</i>	<ul style="list-style-type: none"> <li>▪ Non- attendance at 1-point consequence</li> <li>▪ Late to lesson (punctuality)</li> <li>▪ 2<sup>nd</sup> offence late to school</li> <li>▪ Confiscation of mobile phone or device/ jewellery 1<sup>st</sup> offence</li> <li>▪ Failure to have report signed/see teacher</li> <li>▪ Missing essential school equipment</li> <li>▪ Other</li> </ul>
3-point	60-minute (3.15pm–4.15pm) centralised afterschool detentions  <i>(3 points logged on ClassCharts)</i>	<ul style="list-style-type: none"> <li>▪ Insufficient improvements over a period of time- Classwork</li> <li>▪ Insufficient improvements over a period of time- Homework</li> <li>▪ Inappropriate break time or corridor conduct</li> <li>▪ PE kit 2<sup>nd</sup> offence</li> <li>▪ Confiscation of mobile phone or device/ jewellery 2<sup>nd</sup> offence</li> <li>▪ Persistent lateness to lesson</li> <li>▪ 3<sup>rd</sup> offence late to school</li> <li>▪ 4<sup>th</sup> offence late to school</li> <li>▪ Mobile phone or device visible when leaving school site</li> <li>▪ Other</li> </ul>
4-point	<p>Student to spend 24 hours <i>(one full school day)</i> in Reset.</p> <p><b>When a student is in Reset, they will have access to food and drink. Parents/carers will receive prior notice if students are required to attend afterschool detentions.</b></p>	<ul style="list-style-type: none"> <li>• Persistent disruptive behaviour</li> <li>• Refusal to follow reasonable requests</li> <li>• Persistent lateness to lesson</li> <li>• 5<sup>th</sup> offence late to school</li> <li>• Leaving lesson without permission</li> <li>• Swearing, aggressive behaviour or intimidation directed towards staff</li> <li>• Verbal or physical abuse towards students</li> <li>• Bullying</li> <li>• Discriminatory behaviour</li> <li>• Sexualised behaviour</li> <li>• Anti-social behaviour and unsafe behaviour</li> <li>• Failure to comply with school uniform policy</li> <li>• Failure to attend 2-point (lunchtime detention)</li> <li>• Failure to attend 3-point (afterschool detention)</li> <li>• PE kit 3<sup>rd</sup> offence</li> <li>• Return from Suspension</li> <li>• Reaching report threshold</li> <li>• Confiscation of mobile phone or device/ jewellery 3<sup>rd</sup> offence</li> <li>• Vaping or smoking related incident</li> <li>• Other</li> </ul>

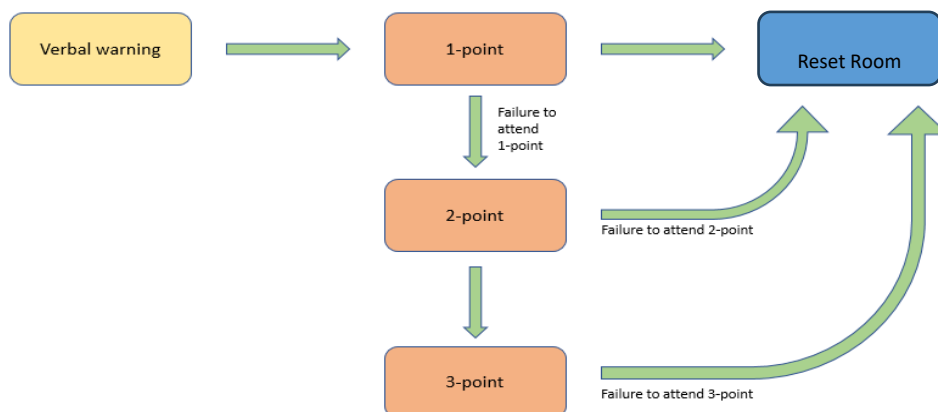
## Lesson Behaviours

When in lesson, it is the expectation that all students meet the required learning standard. Failure to meet this standard may result in the following steps:

- Step 1- Verbal warning
- Step 2- 1-point detention
- Step 3- Reset

**Red Card Behaviours (4-point)**- Students that demonstrate significant and challenging behaviours e.g., vandalism, defiance, disruption, abuse, dangerous or anti-social behaviours will immediately be referred to Reset.

Depending on the severity of the incident, students may be required to complete an extended sanction within the Reset Room.



**ClassCharts**- This is the platform in which all behaviours are recorded at Poltair School. An APP is downloadable on all smart phones for parents/carers and students, or you can access the website at [www.classcharts.com](http://www.classcharts.com). We highly recommend you routinely monitor to identify rewards issued, homework set, and any concerns raised by staff. Log in details are sent out annually, if you do not already have log in details, please contact your child's tutor.

**Student Support** – Poltair School offers a vast range of student support. We have a full pastoral team which includes Heads of Years, Pastoral Support Managers, Pupil Premium Leads, SEND support workers and Safeguarding leaders. Interventions are implemented to ensure that students feel happy, safe, and supported. *Please see Rewards Policy.*

**Pupil Transition and Induction**- At the start and throughout each academic year, students are inducted and educated around the behaviour policy and behaviour expectations.

**3-Point Detentions**- This sanction will be recorded on ClassCharts and students will be expected to attend on the next available day (Tuesday/ Wednesday/ Thursday/ Friday.) Parents/carers will receive a notification from ClassCharts (if account has been activated).

**Reset (4-point)**- This sanction will be recorded on ClassCharts. Parents/carers will receive a notification from ClassCharts (if account has been activated). The member of staff issuing the sanction will contact parents/carers within 24 hours. During this time, the member of staff will make every effort to have a restorative conversation with the student.

**Suspensions**- For serious and repeated unacceptable behaviour, Internal Suspension, Trust Suspension (*appendix 1,*) Fixed Term Suspension or Permanent Suspension may be considered. Following any Suspension, parents/ carers will be required to attend an in-school meeting with a senior leader. Suspensions will be issued at the discretion of the Headteacher.

**Student Uniform**- It is expected that students, at all times, adhere to the school Uniform Policy (*please see Uniform Policy*). Failure to adhere to the policy will result in a student being sent to the Reset Room. A student will remain in the Reset Room until the uniform issue is rectified.

**SEND-** For students with identified Special Education Needs, appropriate reasonable adjustments are made in accordance with the Equality Act 2010 and SEND Code of Practice.

**Child on Child-** At Poltair School, we do not tolerate any form of Child on Child abuse. *Please see Child on Child Abuse CELT Policy.*

## Behaviour out of School

Poltair School aims to develop all students to enable them to become responsible citizens and will sanction appropriately for inappropriate behaviour out of school or in cyberspace when a student is:

- Taking part in any school-organised or school-related activity.
- Travelling to or from school.
- Wearing school uniform.
- In some other way identifiable as a student at the school, including online.

Poltair School will use the full range of consequences and sanctions, including Suspension, when a student's behaviour is inappropriate at any time, irrespective if the conditions above apply:

- have repercussions for the orderly running of the school.
- poses a threat to another student or member of the public.
- could adversely affect the reputation of the school.

## Tracking and Report Cards

Tutors are given a fortnightly report detailing the number of behaviour points and merits and the reasons issued or awarded. Tutors will talk through any issues with students and discuss what is going wrong and how to improve. Where a Tutor is concerned about a pattern of behaviour, parents/carers may be telephoned by the Tutor and/or the Head of Year.

Heads of Year and Curriculum Team Leaders will monitor the number of points issued and work collectively with parents/carers to improve the behaviour of students in their year group or subject.

Student reports are based on a behaviour points; this intervention is used if there is a pattern of poor behaviour. However, a report card may also be issued because of a serious incident or if requested by a parent/carer. The report card is focused on a student's attitude to learning. Students are given clear targets for their behaviour and teachers are asked to sign the report card at the end of each lesson. Parents/carers are also asked to monitor the report card. The purpose of the report is to monitor a student's performance in the school over a period of time (usually two weeks). When the student's behaviour improves, the report will be withdrawn.

Tutor report - Green.	30 Behaviour points	<ul style="list-style-type: none"><li>○ Call home (Tutor)</li><li>○ Report 2 weeks duration minimum</li></ul>
HOY report - Orange.	60 Behaviour points.	<ul style="list-style-type: none"><li>○ Meeting with parents (HOY)</li><li>○ One day in Reset</li><li>○ Report 2 weeks duration minimum</li></ul>
SLT report - Red	90 Behaviour points.	<ul style="list-style-type: none"><li>○ Meeting with parents (SLT)</li><li>○ Two days in Reset</li><li>○ Report 2 weeks duration minimum</li></ul>

*\* Thresholds are subject to change on a termly basis*

**Clean Slate-** At the end of each academic term, students are given a 'clean slate'. Points are not 'carried over'. If a student fails to attend a detention at the end of a term, the detention is re-scheduled for the following term.

**Cumulative Tariff** (runs over a year)- Although a 'clean slate' is issued each academic term, students cumulative total will be recorded. If termly behaviour continues to be of concern, then further action may be taken.

## Use of Reasonable Force

On rare occasions, it may be required that a member of staff must physically intervene or use reasonable force. This will be used as a last resort and in accordance with the Use of Reasonable Force Act 2013.

## Banned Items

Poltair School does not permit any items on school premises that could cause harm or be deemed as harmful to others. An example of this is any form of weapon or item that could be perceived as a weapon. For further prohibited items, please see *Poltair Substance Misuse Policy*.

## Leadership and Management

Mr M Everett – Headteacher.

Mr R Cardigan – Deputy Headteacher.

Mr M Robins – Behaviour Lead Teacher.

All staff - responsible for implementing the Behaviour Policy consistently.

## Staff Induction, Development and Support

All new staff are inducted to the Behaviour Policy.

All staff are expected to read all appropriate policies.

All staff receive regular and ongoing behaviour training and support.

## Appendix 1

### *Trust Suspension-*

A Trust Suspension may be issued for a serious breach of the Behaviour Policy or for repeated behaviours over time. In the event of a student being issued with a Trust Suspension, the student will be placed at a host school within CELT. The duration of the Trust Suspension will be assessed on the severity of the incident but will be a maximum of five days.

Students on a Trust Suspension will be expected to attend the host school in full school uniform at an agreed time with both schools. The host school is responsible for recording daily attendance and communicating with the registered school (Poltair School.) During the period of the Trust Suspension, when present, the student will be coded as 'B' on their attendance certificate. This indicates that education is being provided off-site and is a positive attendance mark. The parent has full responsibility for the students journey and transportation to and from the host school.

Further breaches of the Behaviour Policy whilst on a Trust Suspension will result in a failed Trust Suspension. The registered school are responsible for the issuing of any further sanctions following a failure of a Trust Suspension.