

Beckfoot Oakbank School Local Behaviour Protocol

Prepared by (member of Staff): Graham Trueman	September 2023
Approved by local Schools Committee:	

Beckfoot Oakbank Local Behaviour protocol

Section 1: General Principles

At Beckfoot Oakbank we believe everyone in our trust should feel happy, secure, nurtured and a sense of belonging so that they can enjoy, learn and succeed. Our behaviour policy reflects that we want all students to be successful and we will recognise them when they meet our expectations in individual lessons and in celebration assemblies each half term. However, we also understand that some students will need support and guidance to ensure that they make the correct choices.

We believe that students should be encouraged to adopt behaviour that supports learning and promotes good relationships. Poor behaviour and low level disruption threaten the rights of young people to an effective education and can lead to people feeling unsafe, bullied, intimidated or threatened.

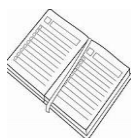
Section 2: expectations of students

Learning Habits:

In school and in lessons, we expect all students to follow our learning habits so that all students can learn and make progress in lessons.

- Positive response - Using good manners; 'please' and 'thank you', opening doors, tidying up
- Perfect uniform - Polo shirt, trousers or skirt, shoes, optional jumper
- On task behaviour - Working hard, taking part, turn taking, following Learning Modes
- Punctual to school and lessons - Arrive to school before 08:20, arrive to lesson before the bell
- Equipped for success - bag, pen, pencil, ruler, planner, mobile phones not seen or hear

Expectations of students:



Have your **planner** with you at all times



Have your **timetable** in your planner



Have the correct **equipment** with you



Wear the correct **uniform** at all times



Be **on time** for school (**8.15am**) and **every lesson, every day** (**before** the late bell)

The Oakbank Way:

We also expect all students to follow the Oakbank Way. The Oakbank way is what makes us unique and ensures that no child is left behind.

1. We are polite and respectful to everyone in our community.
2. We come to school to learn and make progress in our education.
3. We allow everyone to be successful.

What does this mean day to day?

Everyone who learns, teaches, works or visits us in our school deserves to be treated with politeness and with respect.

To achieve the remarkable outcomes students deserve behaviour in classrooms and around school that is calm, polite and respectful.

We enjoy, learn and succeed together

What do calm, polite and respectful look like at Beckfoot Oakbank?

Calm: Calm is being free from disturbance or disruption.

Calm corridors; walking between lessons not running, using the 1-way system

Calm classrooms; allowing teachers to do their job, not shouting out, taking part in learning

Polite: Showing behaviours that consider other people.

Polite is saying "good morning" or "good afternoon"

Polite is saying "please" when asking for something

Polite is saying "thank you" when someone does something for you like holding open a door.

Respectful: Respectful is showing admiration for someone or something

Respectful in the language we use in our school towards others; using language that is appropriate for a school, we demonstrate our good manners such as 'please' or 'thank you'

Respectful in understanding that not everything will go our way.

Behaviour in lessons:

We expect all students to make good choices and attend lessons on time ready to learn. All staff will plan lesson to support all children's learning and allow them to make the progress that we would expect. However, at times some students will not meet those expectations and will need to be reminded of our expectations so that they can be successful. Staff will issue verbal praise and reward students using class charts for behaviour that meets and exceeds the expectations of students.

Rewards:

At Beckfoot Oakbank we want students to be intrinsically motivated and work hard because it is the right thing to do. However, we understand that some students require more extrinsic motivation. Therefore we have a range of rewards available to students who meet and exceed our expectations.

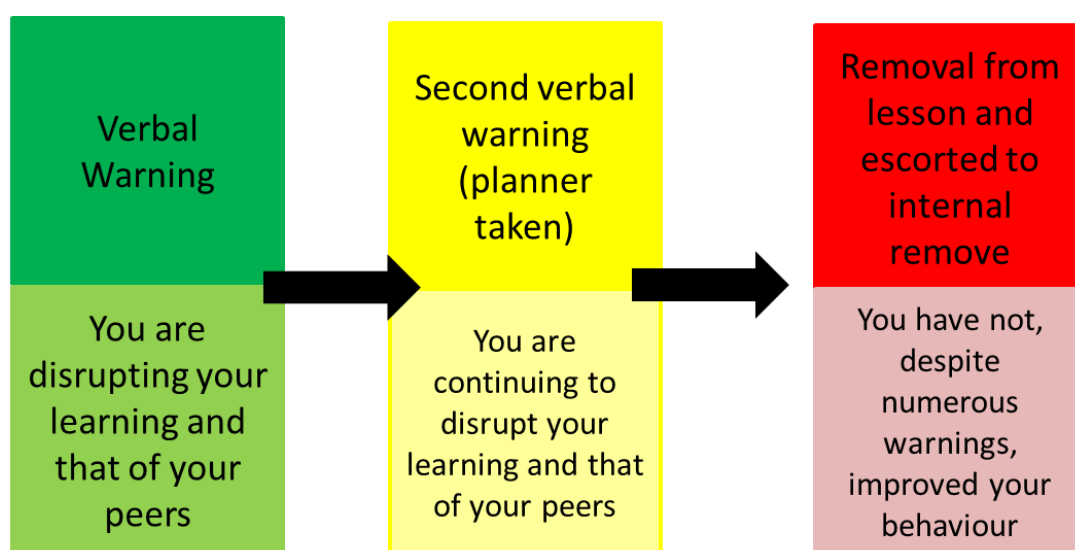
These rewards include:

- Tutee of the week postcards
- Student of the week pizza rewards
- Half termly rewards assemblies
- Summer rewards events
- Access to trips and activities
- Platinum Tickets
- Golden Tickets
- Community Tickets

Staff are expected to issue Golden Tickets each lesson to students who are exceeding expectations and behaving in a way that promotes an environment where all students and staff can enjoy, learn and succeed.

Classroom management

The flow chart below shows the process that staff will follow if students are not meeting our expectations of being on task in lessons, they will initially be given a first warning, they will then be given the opportunity to modify their behaviour. If their behaviour continues to not meet expectations, they will be given a second warning and their planner will be taken as a visual reminder that they need to modify their behaviour. If the student continues to fail to meet expectations, they will be removed from their lesson.



Once removed from the lesson, they will take their book and work in internal remove from work set by their class teacher so that they can continue studying a similar curriculum to the students in class. If a student is removed from two or more lessons in a day they will receive a 30 minute detention the following day. If a detention is missed, the student will receive an SLT detention on a Friday.

Mobile phones:

At Beckfoot Oakbank, we want student to be able to learn without the distraction caused by mobile phones and other electronic devices. The evidence tells us that mobile phones area significant distraction to young people as both the device and the apps that people access are designed to be addictive and make you want to use them. They also undermine confidence and relationship building. Many young people would rather communicate via a device than in person and that can lead to them struggling to have healthy relationships with their peers. Finally, they have

an impact on a student's mental health for reasons including: Increased anxiety, increased distraction, self-image issues, cyberbullying, impacts on sleep patterns and a loss of confidence.

Therefore, to support the learning of our students' mobile phones and all other electronic devices will not be allowed in school at any point throughout the school day. Mobile phones should be turned off and inside the student's bag. If a student is seen with a mobile phone, they will be required to give it to the member of staff who asks and then it will be stored until the end of that student's school day. Once they have done this, they will continue their school day as normal. However, if a student refuses to hand over their mobile phone they will be taken to internal remove where they will have another choice to hand over their mobile. If they do, they will do their internal remove sanction and then return to their next lesson or break in line with the internal remove system shown above.

If a student then refuses to comply or walks away from the member of staff, they will then face a more serious sanction.

Uniform:

At Beckfoot Oakbank, we expect all students to be in full uniform every day and have all of their equipment in a school bag so that everyone is ready to learn.

Polo Shirt	All students should wear a polo shirt in their year group colour with the school logo. Year 7: Blue, Year 8: Black, Year 9: Purple, Year 10: Red. Year 11: Green
Jumper or Cardigan	Students who wish to wear a jumper or cardigan must wear the official school jumper or cardigan with the school logo. Other jumpers, including PE hoodies are not acceptable to be worn in school
Trousers and skirts	Trousers should be plain black. Please see the examples below for what is and is not acceptable. Skinny fit trousers and leggings are not acceptable
Shoes	Any formal black leather shoe is acceptable. Slip-on or laced (laces must be black). The shoe must be wholly black – no coloured logos, stripes or designs. Suede, nubuck or canvas shoes are not allowed. Boots are also not allowed
Bag	All students must bring a school bag that is large enough to carry all of their equipment and is capable of holding an A4 folder. School bags are compulsory, and this is where any mobile phones or other technology should be stored (and turned off) throughout the day.
Physical appearance	Discreet make up only No false / acrylic nails No false eyelashes One stud earring in each ear and a watch are acceptable jewellery No Facial piercings (a clear piece of Jewellery is acceptable). Hair should be natural in colour (no bright colours). No tramlines, cat scratches or other patterns shaved into the hair or eyebrows.

Students will have their uniform checked during line up each morning (from 08:15). Students who do not have the correct uniform will have the opportunity to borrow the correct uniform from school. If a student refuses to borrow then they will be placed in Internal Remove until family can bring the correct uniform or the student makes the decision to change. If the student refuses to follow instructions around internal remove then further sanctions may need to be used in accordance with our walking away / defiance protocol.

Walking away / defiance:

At Beckfoot Oakbank we expect all students to be in lesson accessing the quality first teaching from their teachers. Therefore, if students are on the corridor after the late bell or out of lessons without a note in their planner they will be deemed to have walked away. If a student is asked to stop by a member of staff at any point throughout the day, this may be to challenge uniform or to address a behaviour issue, that student should stop to have a conversation with the member of staff. If they do not stop, they will have walked away.

If a student on corridors including the toilets after the late bell has gone without a note or without an adult with them, they are walking away.

- If any adult asks them to stop and they don't, they have walked away.
- Walking away from a classroom when they have been removed from the lesson.

If a student is late to a lesson or to school their parents / carers will receive a text home. If they are late a second time, with no reason they will receive half an hour detention the following day. Late to school will also be included in the two lates.

If a student has walked away from a member of staff, they will receive either an internal sanction or a fixed term suspension depending on the seriousness of the incident.

Serious Behaviours:

At Beckfoot Oakbank, any serious behaviours will be dealt with in an appropriate manner and will be investigated promptly by the Year Team Leader or the SLT link.

Serious behaviours include but are not limited to:

- Repeated breaches of the school rules
- Any form of bullying
- Verbal abuse
- Physical aggression
- Destructive behaviour, damage and vandalism
- Sexual bullying, harassment, abuse or assault
- Any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation, including online behaviour
- Theft
- Fighting
- Smoking or vaping
- Racist, sexist, homophobic or discriminatory behaviour
- Possession of any prohibited items

These serious behaviours will receive an appropriate sanction after the incident has been investigated. This could include time in IEU, a placement at another school, a suspension or in very serious cases a permanent exclusion. All suspensions are at the discretion of the headteacher.

Section 3: Sanctions

Internal Remove:

Once a child has been removed from lesson, they will be expected to wait outside the lesson for a member of staff to take them to internal remove. When in internal remove, the students will continue working on the curriculum that they are studying in lessons and will be expected to meet the following expectations.

1. Hand over their mobile phone to be securely stored
2. Log onto Microsoft teams and complete the work set by their teacher
3. Work in silence

Students who do not meet these expectations will be issued with a more serious sanction based on the levels of poor behaviour that they display.

If a student is in internal remove before break, lunch, or the end of the day they will have a 10-minute detention due to their removal from a lesson. If a student refuses to stay for their detention or they fail to meet the expectations of internal remove, they will face a serious sanction.

Internal remove may also be used to support students when serious incidents are being investigated.

IEU:

Students who have shown one of the serious behaviours will be issued with an IEU sanction. When in the IEU, students will be expected to meet the expectations below.

1. Hand over their mobile phone to be securely stored
2. Log onto Microsoft teams and complete the work set by their teacher
3. Work in silence

The IEU is staffed by an experienced behaviour mentor who will work with students to support them to understand what went wrong and to give strategies to prevent repeating the same behaviours

Suspensions:

Students who persistently fail to meet expectations or who are involved in a particularly serious incident may receive a fixed term suspension. Suspensions or permanent exclusions are issued at the discretion of the Headteacher. All decisions to exclude are serious and only taken as a last resort or where the breach of the school rules is serious. The following are examples that may lead to a suspension.

- Persistent refusal to follow instructions of staff
- Involvement in any of the serious behaviours (including bullying)
- Persistent refusal to follow school rules
- Defiance / refusal to accept sanctions that have been put in place.
- Making a false allegation against a member of staff
- Misconduct whilst travelling to and from school.
- Posting or sharing images/content about students, staff, or the school on social media.

All suspensions are looked at individually and, on some occasions the headteacher may decide to use a short-term placement at another school as an alternative in exceptional circumstances.

Section 4: Alternative Educational Arrangements

Managed Move:

Students that repeatedly fail to meet the expectations at Beckfoot Oakbank may be provided with the option of a managed move. This is an opportunity for a fresh start at a new school within the local area. The Deputy Headteacher for behaviour will liaise with other school leaders to source an appropriate provision after Year Team Leaders have consulted families about the potential for a managed move.

Off-site Alternative Provision:

On the occasions where the school are unable to meet the high level of needs of the student, an off-site alternative provider will be identified, based on the specific needs of the student. These Alternate Provisions will provide the setting needed for some students to be successful and will include regular reviews with both school and family.

Power of schools to direct a pupil off-site for education to improve behaviour

It is important for students, parents, and carers to understand that the school has the right to determine the most appropriate provision for a student. This can be in the form of mainstream learning, the CTMC, or an approved external provider who we work closely with. The DfE guidance, 'Alternative Provision Statutory guidance for local authorities January 2013' states that Governing bodies of maintained schools have the power to direct a pupil off-site for education to improve his or her behaviour. The school takes this decision very seriously and would only look to do this as a last resort, once it is agreed that it is for the best of the individual and / or the other students and staff in school.

Section 5: Reasonable adjustments for SEND

All staff are aware of all students SEND and plan accordingly. Students, where a need has been identified have support to ensure that they can be successful in their lessons. This support comes in the form of bespoke adjustments made in line with provision maps and EHCPs to support students in making progress and reaching their individual targets.

Behaviour Tariff

Purpose

We have high expectations of all of our students and are committed to creating a safe environment. When a student fails to meet our expectations, it is important that this be corrected so as not to affect other students / staff. This *may* involve a detention or a more severe consequence. *Possible* sanctions are outlined below. **This table is to be seen as a starting point and professional judgement is always used on a case-by-case basis.**

The Headteacher retains the right to administer discipline to all students in the school based upon facts and knowledge of an incident at that time including information about the student. The Headteacher further retains the right to refer any incident to the police at any point.

There will also be the possibility of a managed Move and time in our bespoke unit to support with persistent poor behaviour.

Table of <i>Possible</i> Consequences for Different Behaviours	Teacher		YTL / SLT			Deputy Head	Head Teacher / Executive Head Teacher	
	Planner Warning	Removal from Lesson	Detention	SLT detention	IEU	Placement	Suspension	PEX
Off task behaviour in lessons	✓							
Answering back to staff	✓	✓						
Misbehaving in Detention			✓		✓			
Late to lessons x2 in a day			✓					
Two removals in a day			✓					
Repeated poor behaviour in lessons		✓		✓				
Uniform policy infringement (refusal to borrow)					✓			
Missing two detentions				✓				
Public defiance of staff					✓	✓	✓	
Three red cards in a day					✓			
Internal Truancy			✓	✓	✓		✓	
Persistent off task behaviour					✓	✓		
Vandalism of school property			✓		✓	✓	✓	

(depending on level)								
Defiance of staff			✓		✓	✓	✓	
Fighting					✓	✓	✓	
Racist comments or behaviour					✓	✓	✓	
Swearing at member of staff					✓	✓	✓	
Trans / homophobic comments / behaviour					✓	✓	✓	
Online abuse / bullying					✓	✓	✓	
Persistent bullying of student					✓	✓	✓	
Sexual / homophobic racist harrasment						✓	✓	✓
Verbally threatening a member of staff					✓	✓	✓	✓
Persistant disruptive behaviur					✓	✓	✓	✓
Bringing a dangerous weapon into school							✓	✓
Bringing drugs into school							✓	✓
Dealing drugs in school							✓	✓
Serious Physical violence toward staff							✓	✓
Using a weapon to harm another person							✓	✓
Bringing fireworks into school							✓	✓

Swearing at staff - This type of behaviour will have varying degrees of severity. It may be more appropriate for more severe sanctions earlier.