

NOTRE DAME HIGH SCHOOL



BEHAVIOUR POLICY

"If you have love for one another, then everyone will know that you are my disciples"

(John 13:35 GNB)

This powerful challenge underpins the aims of our Mission Statement:

- To promote Gospel Values
- To build a caring community
- To enable all members to realise their potential
- To develop links with parents

All students at Notre Dame High School have an entitlement to a high quality education, as expressed in the aims of our Mission Statement and they should be allowed to learn in a disciplined and supportive environment.

This policy needs to be read and reviewed in conjunction with the Reasonable Adjustment Policy and Equality Duty.

A disciplined and supportive environment can be achieved if individual students accept responsibility for their own behaviour. Staff will recognise good behaviour and challenge unacceptable behaviour. We aim to respect the dignity of all individuals in ensuring that any measures which we employ are both equitable and proportionate. It is the responsibility of every member of staff to maintain a positive atmosphere within the school that promotes restorative justice and positive relationships.

Parents also play a crucial role in shaping the attitudes which produce good behaviour in schools. We therefore endeavour to effectively communicate and work with parents in relation to promoting high standards of behaviour and tackling poor behaviour.

We are all part of a community and the basis of our Behaviour Policy is to show respect for others. This means we will:

- Respect other peoples' feelings
 - Respect others' cultural heritage
 - Respect differences of sexual/gender orientation
 - Respect other peoples' point of view and beliefs
 - Not accept any form of discrimination
 - Use appropriate language
 - Wherever possible solve disagreements amicably
 - Respect other peoples' property, equipment or work.
 - Respect the school buildings and grounds.
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- Students should be punctual to all lessons.

- Students should bring the correct equipment to all lessons.
- Should complete all homework set to the best of their ability (see Homework Policy for additional information).
- Students should fully follow all instruction at all times.
- Students should ensure their actions do not negatively impact on the learning of others.
- Answering back or arguing will not be accepted.

We take pride in the high quality of our school environment and expect students to:

- Respect the school buildings and grounds
- Keep within the school boundaries. (Not applicable at sixth form)
- Use correct entrances and exits.
- Be considerate when moving around site, following the 'one-way/ keep to the left' systems.
- Not bring drinks cans or chewing gum onto site.
- Not to amplify music from personal devices.
- Eat and drink only in the dining room and designated eating areas.

Student safety is paramount and it is expected that:

- Students should always act in a sensible and safe way when on site.
- Students will abide by the Uniform Policy (see separate document).
- Students must not bring any object, implement or material into school which could compromise the safety of others. The school may confiscate any object which either compromises the safety of others, is banned or deemed inappropriate for school. This includes; cigarettes, vapes, aerosols, sharp objects including knives, illegal drugs and drugs paraphernalia. This is not an exhaustive list.
- The misuse of all prescription and non-prescription drugs will lead to sanctions being applied as per the school's Drugs Policy.
- If required staff may use reasonable force to prevent students injuring themselves or others (see Physical Intervention Policy for additional information).
- A staff member, at the request of the Headteacher, may search a student if it is believed they are in possession of an item which is illegal or may affect the safety of themselves or others.

Respect and Tolerance is central to our ethos and as such:

- Bullying in any form will not be tolerated in our community and will be dealt with according to the severity of the incident as per the school's Anti-Bullying Policy.
- Racism in any form will not be tolerated in our community and will be treated as a serious breach of our Code of Behaviour as per the school's Anti-Racism Policy.
- Sexism or discrimination on the grounds of sexual/gender orientation will not be tolerated in our community and will be treated as a serious breach of our code of behaviour.

We recognise that online behaviour is just as important as offline behaviour and as such it is expected that with regards to online behaviour:

- Students will abide by the school's IT Agreement
- Students will only use mobile devices in school during break, lunch or if asked to by a teacher in lesson.
- Students will communicate with staff and peers in an appropriate manner.
- Students will be respectful of other peoples' feelings, cultural heritage, differences of sexual/gender and points of view or beliefs, in any online interactions with other students.
- Students will not bring the school into disrepute

Students often represent the school when off site and it is expected their behaviour will remain of a high standard. When dealing with an 'out of school' incident, students may be disciplined for misbehaviour when:

- Taking part in any school-organised/school-related activity.
- Travelling to or from school.
- On public transport to and from school (refer to Bus Policy).
- Wearing school uniform or are in some way identifiable as a pupil at the school.
- Their behaviour could have repercussions for the orderly running of the school.
- Their behaviour could adversely affect the reputation of the school.
- Their behaviour poses a threat to another pupil or a member of the public.
- Their behaviour constitutes any form of harassment of school staff online or in public.

Responses to behaviour that does not meet our expectations

Wherever possible students should be given choices and the opportunity to improve their behaviour. If a student does fail to follow the rules of the school a proportionate sanction will be put in place. No list of sanctions can take account of every eventuality; however, the following provides an indication of the type of actions which the school may employ in order to maintain our high standards:

- Verbal warning
- Move student within the classroom
- Record any concerns for negative behaviour as appropriate
- Note in Journal
- Removal from class to the Student Support Room or another lesson
- Lunchtime Detention
- After School Detention
- Report Card
- Parents contacted
- Loss of privileges
- Confiscation of item
- School based community service task
- Missing break and lunch times
- Passport to the Prom

- Students will clean, repair, pay for or replace anything which is damaged
- Arrangements may need to be made for students on trips to be returned home early
- Students may be banned from further trips and visits for a fixed period

Removal from classrooms (replaces isolations)

A removal from the classroom for a period of time will be considered when there is a serious disciplinary reason. The reasons for a removal could include;

- Persistent interruption to teaching and learning
- A serious one- off event such as aggression, verbal abuse, bullying, homophobic and racial abuse.
- Persistent poor behaviour over time

The amount of time they are removed from class will depend on the seriousness of the presenting behaviour. Most students who are removed from a lesson for poor behaviour in that lesson will go to the rest of their lessons that day if they are likely to be successful because they are in a regulated state.

Following a removal;

- Students will be provided with meaningful work
- Parents will be informed
- Attempts will be made to reconcile where necessary, any affected parties
- Support will be given to promote positive behaviour and reintegrate students back to the classroom

Data on the use of removal from classrooms is collected and analysed.

Suspension

The Headteacher will consider and use a suspension (previously known as a Fixed Term Exclusion) in cases where;

- the learning or personal safety of other students is at risk;
- a student refuses to accept the authority of members of staff; or when
- unacceptable behaviour continues despite the efforts of staff and the imposition of other sanctions.

Permanent Exclusion

The ultimate sanction, permanent exclusion will be reserved for offences that will;

- have a seriously damaging effect on the life of the school,
- have a seriously damaging effect on the well-being of other students or of staff
- seriously and persistently interfere with teaching and learning in the school.

This sanction should only be used as a last resort in line with the 2022 statutory guidance on exclusion from the DfE. A pupil should only be permanently excluded following a serious breach or persistent breaches of the school behaviour policy and if the education or welfare of pupils and others at the school would be harmed by the continued presence of the pupil in the school. Excluding a pupil is a very serious matter and should usually only be taken when all other strategies have been tried.

However, there are exceptional circumstances when it would be appropriate for a Head to permanently exclude a pupil for a single offence. These might include:

- Serious violence, threatened or actual, against another pupil or member of staff which creates fear and anxiety among staff or students.
- Persistent defiance of school authority or disruption of teaching and learning.

- Sexual abuse or assault.
- Persistent bullying, harassment or abuse (as above).
- Being in possession of an illegal drug (or remnants) and/or drug paraphernalia on site.
- Supplying an illegal drug or dealing in drugs on or in sight of the school site, or where students are the responsibility of the school e.g. on a school trip, travelling to/from school.
- Carrying an offensive weapon.

Once the decision is made by the Headteacher to permanently exclude, this must be referred to the Chair of the Board Of Governors who will instruct the Clerk to organise a meeting of the Disciplinary Committee to review and subsequently uphold or overturn the Headteacher's decision.

Modifying an Exclusion

An exclusion may not be extended nor can a suspension be converted into a permanent exclusion. In exceptional cases, for example where further evidence has come to light, a further suspension may be issued to begin immediately after the first period ends or a permanent exclusion may be issued to begin immediately after the end of the suspension.

Where possible the Headteacher will arrange a pre-decision meeting with parents/family to consider any relevant mitigating circumstances.

The relevant HOY/DSL will also where possible arrange a pre-decision meeting with the student concerned to consider any relevant mitigating circumstance.

Review Date:	June 2023	Next review:	June 2024
Review Mechanism:	Local Academy Committee meeting		
Update:	January 2023		