



Clacton County High School

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Higher Expectations, Raising Aspirations

Behaviour for Learning Policy & Guidance

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Interim Review:	April 2020
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Behaviour for Learning Policy (BfL)

The primary aim of this policy is to ensure that all students are able to work without disruption and all members of the school community are treated with respect.

Expectations

We want students to feel safe, comfortable and confident enough to take responsibility for their learning. This means that we have certain expectations of them during lessons, outside the classroom and in the community.

Student Expectations	
At the start of the school day	Between lessons
Students should: <ul style="list-style-type: none">● Be dressed in full school uniform, including correct school shoes and any non-uniform items removed, including coats, scarves, hats and sweatshirts.● On entering the school site, ensure mobile phones are switched off and any headphones are removed. These items must be placed out of sight for the duration of the school day.● Make sure they have all the equipment and other materials they need for the lesson.● Complete all homework tasks set to the best of their ability and bring to school before the deadline.	Students should: <ul style="list-style-type: none">● Move directly to the next lesson and not use it as a time to meet friends; there is no excuse for lateness.
	Around the school
At the start of the lesson	Students should: <ul style="list-style-type: none">● Take responsibility for keeping the school clean, safe and tidy.● Think carefully about their actions, to avoid accidental damage or injury.● Be courteous to others.● Follow instructions given to them by all staff.● Following break and lunchtime, remove non-uniform items when re-entering the school building, including coats, scarves, hats and sweatshirts.● Not swear or use abusive language.● Remember unacceptable behaviour towards others will not be tolerated.
Students should: <ul style="list-style-type: none">● Arrive at the classroom on time.● Enter the room calmly and sit where the teacher directs.● Get out all the equipment that they need for the lesson.	
During the lesson	In the Community
Students should: <ul style="list-style-type: none">● Get involved and make the most of their learning.● Follow the instructions given by staff.● Treat the learning environment and everyone in it with respect.● Complete the tasks to the best of their ability.● Make sure they ask the teacher for help, if they are not sure what to do.	Students should: <ul style="list-style-type: none">● Remember that whilst they are in uniform they are representing the school.● Ensure that their actions do not bring the school into disrepute.● Be courteous and polite to everyone in the community at all times.
At the end of the lesson	Cycling to school
Students should: <ul style="list-style-type: none">● Make sure they know what to do for homework.● Return any equipment to its correct location.● Clear away any rubbish and leave their area tidy.● Reflect on what they have learned during the lesson.● Leave the lesson when dismissed in an orderly manner.● Move around the school in a safe and calm manner, following the appropriate directional signage.	Students should: <ul style="list-style-type: none">● Ensure their bike is maintained in line with school expectations.● Collect a cycling permission pass from the Pastoral Hub.● Cycle in a sensible and safe manner at all times with an awareness and respect of pedestrians and other road users.

Rewards

Teachers can award students points every day for meeting various criteria, such as:

- being dedicated to learning and achieving
- outstanding homework
- being supportive to others
- leading by example
- showing respect
- working together
- excellent attendance
- helping at school events
- having the correct equipment

. . . and much more.

Attendance Rewards

Clacton County High School aims to provide a caring environment where individuals develop their full potential and their achievement is celebrated; the expectation is that all students attend every day when school is open.

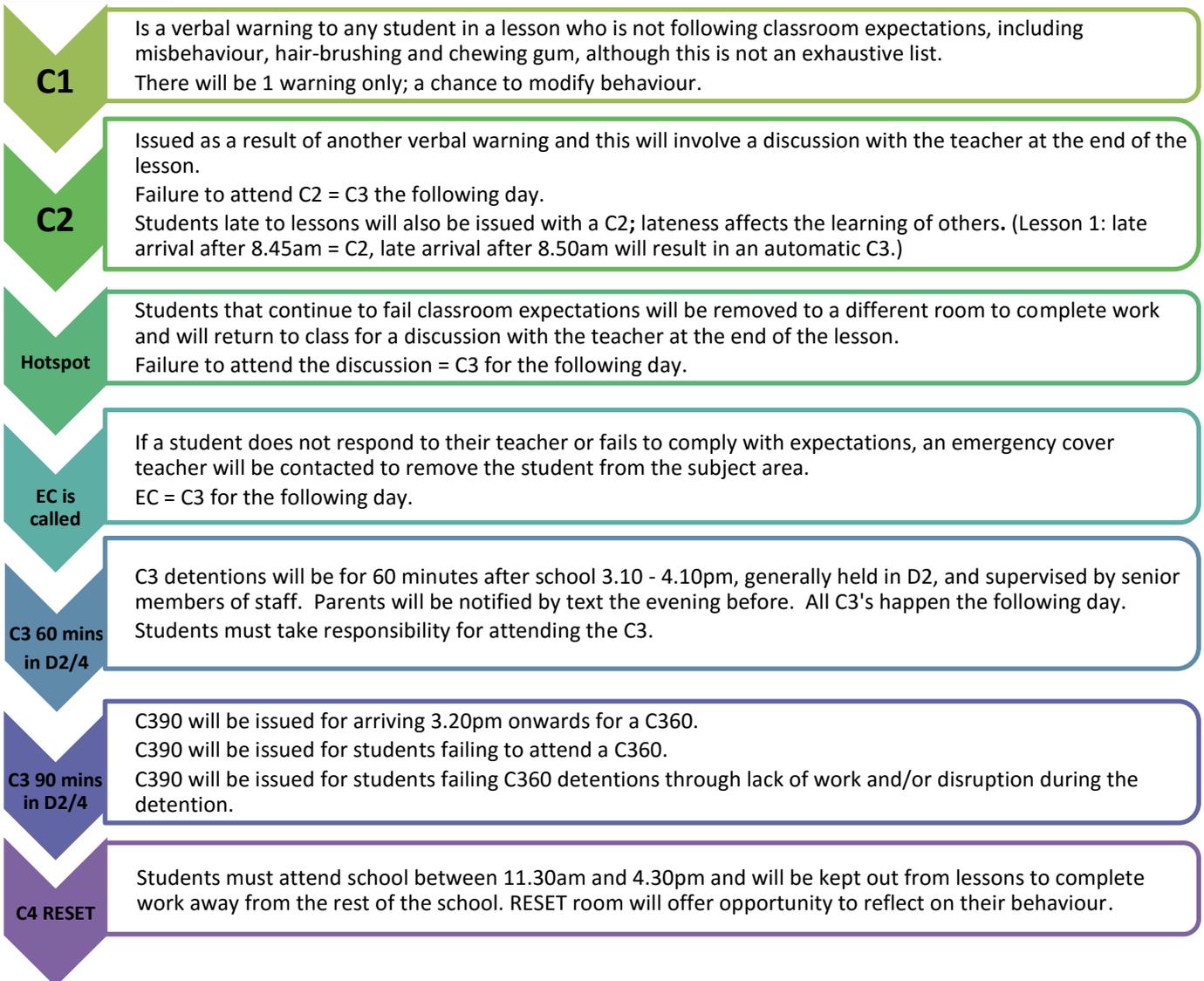
- All students with excellent attendance (97% or above) will receive an attendance 'reward' at the end of each term. This is often decided by the students through an attendance survey.
- Students with 100% attendance for each term will be entered on a termly roll of honour, to be published in the school's Parent News.
- Students with 100% attendance for the year will be entered on an annual roll of honour, to be published in the first newsletter of the following academic year.
- Each week there is a draw from all 100% attendees, picked at random, for a £5 reward.
- There is also a chance to win the 'Golden Ticket' each week, whereby a student is able to 'jump the queue' to go to the front, in Clouds restaurant, with a friend.
- The form group within each year group, with the highest number of students with 100% attendance for each month will receive a food hamper reward.
- The attendance team will present weekly attendance percentages for each form and publish league tables.

Top recipients' names will be published in Parent News, on the plasma TV screens and on Notice Boards at regular intervals.

Subject-based Rewards

In addition, subjects use additional incentives and rewards to encourage hard work and effort.

Consequences



C3 CCHS will not accept disruptive behaviour in lessons. Any student, whose behaviour has a negative impact within the classroom, will be dealt with in accordance with the above flow chart.

C3s will also be given for:

- Inappropriate/disrespectful/foul language in lessons, around the school, in corridors and/or during social time.
- Inappropriate/disrespectful behaviours around school, in corridors and/or during social time. (For some students this will mean losing their lunchtime as opposed to an after school C3)
- Behaviour that is deemed emotionally harmful or distressing to those who are around them.
- Refusing to hand over a mobile phone when asked for it by a senior member of staff both during a lesson / social time. (N.B. Persistent refusal over time to meet the above expectations may result in the student no longer being able to bring their phone onto the school site.)
- Failing a Faculty report
- Unacceptable use of the Internet
- Over 5 minutes late to lesson 1 without parental note.

- More than 3 C2s, for lateness to form or assembly, in one week.

If a student fails to turn up to C3 detention, the student will be issued with a C3 90 minute detention the following day (failure to complete a C3 90 minute detention = C4 Reset).

C4 RESET – Internal

Internal isolation involves removal from the classroom, for a fixed period of time, and being sent to the internal Reset Room. This will run on aggregated time whereby the students will attend their isolation from 11:30am – 4:30pm inclusive. Students must bring a packed lunch, with only soft drink/water and no sweets. Students on free school meals should notify the Pastoral Hub who will ensure a lunch is provided. All students are expected to attend in full uniform.

C4 RESET – Internal Isolation, C5 STOP* (Short Term Off-site/ On-site Provision) or Fixed Term Exclusions (FTE) can be given for:

- Truancy from a lesson/part lesson or organised event
- Failure of Senior Teacher Report
- Persistent failure of Pastoral Report
- Verbal abuse/threatening behaviour towards others
- Fighting/physical aggression towards a peer
- Sexist/racist/homophobic remark/comment
- Bullying
- Smoking on site, outside school gates, or in uniform (including e-cigarettes)
- Failure to sit/misbehaviour in a 90 minute C3
- Disrupting multiple lessons in a day/week
- Being removed from any exam environment for talking/unacceptable behaviour
- Bringing the school into disrepute (including poor behaviour whilst on educational visits). Such an incident may also result in a ban from participating in a school event/trip for a defined period of time
- Deliberate damage to school property (a contribution towards the repair will also be required).
- Physical aggression towards a member of staff
- Derogatory/abusive language towards a member of staff
- Possession of banned/prohibited/illegal items, substances, or drug related paraphernalia**
- Refusal of/misbehaviour in an external isolation
- Indecent exposure
- Physical assault on another student
- Persistent bullying
- Sexist/racist/homophobic incident or aggression
- The use of a mobile device/social media, to cause offence or harm to another student, e.g. a mobile phone being used to record an incident or posting items on social media.

** If school staff suspect that a student is in possession of any banned/prohibited/illegal items or substances, it reserves the right to search a student's person or property in accordance with the Search & Confiscation Policy.

For fixed term exclusions (FTEs), students can also be sent to an alternative offsite provision based at one of the Sigma secondary schools; Colne Community College, Harwich and Dovercourt High School, Philip Morant, Thomas Lord Audley School, St. Helena School, or, Stanway School,

for the period of their FTE, or part of the period of FTE, rather than be at home. CCA is also used due to its close proximity and the same protocols are in place, despite being a non-Sigma school.

Whilst these examples may result in a FTE, they could result in a permanent exclusion, managed move to another school, or positive referral to NEECA, where circumstances deem it necessary.

Removal of a Student from the School

This may be through a managed move, positive referral or where necessary, permanent exclusion. Clearly, such steps are only be taken as a last resort and when all other solutions have been tried. Where a student has a long history of poor behaviour, it is hoped that this can be addressed through a positive referral. In the case of one off serious acts shown below permanent exclusion will be the most likely outcome.

Permanent exclusions can be given for:

- Serious acts of violence.
- Theft from the school or staff.
- Possession of illegal weapon.
- Possession of, or trafficking drugs.
- Gross misconduct.

In exceptional circumstances, the school may permanently exclude a student for:

- Persistent breaches of the school's Behaviour for Learning policy and where allowing the student to remain in school, would seriously harm the education or the welfare of the student, or others in school.

or:

- Deliberately damaging the good reputation of the school.

The lists above are not exhaustive and the sanction applied will take into account the severity and frequency of the incident(s). The ultimate decision will be at the discretion of the Executive Headteacher or designated senior staff.

School Uniform

Students should be dressed in appropriate uniform that meets the requirements of the details laid down by the school. Students who do not meet these requirements will be withdrawn from lessons until they do.

Outside garments, which are not part of school uniform, must not be worn when inside the school building under any circumstances. On entering the school premises following social times, garments must be removed straight away, this includes coats, scarves, hats, sunglasses and sweatshirts.

Personal adornments, such as nose studs (unless clear), large hooped earrings are not acceptable and have to be removed or covered with tape; hair must be of natural colour and not dyed to 'rainbow' colours.

Use of mobile phones - lesson times and social times (which includes before school, lesson changeover, break and lunch time):

- Mobile phones are the personal responsibility of a student and are brought to school entirely at their owner's own risk. The school does not accept any responsibility for the loss of these items.

- On entering the school site all mobile phones must be turned off and together with earphones and headphones put away in bags or out of sight.
- Any students using mobile phones or with visible phones, headphones or earphones during lessons or social times will be required to hand their phones, devices or accessories to a member of duty staff. Students will be allowed to collect phones at the end of the day, without a further sanction.
- Students refusing to hand over a phone, devices and/or accessories to a member of duty staff will result in the student being withdrawn from the lesson, but will still be required to hand in their phone for the rest of the day. Students complying with this request will be allowed to return to the next lesson and the phone returned at the end of the day. They will be sanctioned for non-cooperation and issued with a C3 60 minute detention for the same or following day.
- Students who continue to refuse to hand the phone to a member of duty staff will be withdrawn from lessons for the rest of the day and additionally issued with a C3 90 detention for the following day.

N.B

All phones will be logged and kept safe in the Attendance office; students will collect at the end of the school day, they will need to sign for receipt of the return of the phone.

Persistent failure to meet expectations may result in a student not being allowed to bring their mobile phone onto the school site.

Behaviour outside the school gates

Students may be disciplined for misbehaviour when they are:

- 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.

Additionally, they may be disciplined by the school, whether or not the conditions above apply, if the behaviour:

- Could have repercussions for the orderly running of the school.
- Poses a threat to another student, member of staff or member of the public.
- Could adversely affect the reputation of the school.

The lists above are not exhaustive and the sanction applied will take into account the severity and frequency of the incident(s). The ultimate decision will be at the discretion of the relevant staff.

Smoking related materials

Any student found in possession of smoking related materials or paraphernalia, such as; lighters, cigarettes, tobacco, e-cigarettes will have these items confiscated. Items will not be returned to students but may be collected at the discretion of parents.