

# Behaviour and Safety Policy

## Ormiston Meridian Academy

Ormiston Academies Trust

Revision level	Revision date	Description of changes	
Prepared: ..... <i>Signature</i>	Approved: ..... <i>Signature</i>	Released: ..... <i>Signature</i>	

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## Behaviour and Safety Policy

### Policy Version Control

Policy type	Statutory
Policy prepared by (name and department)	M Chester, P Martin, A Berrisford, G Davies
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## **Introduction**

The Government has clearly given schools the powers they need to provide a safe and structured environment in which teachers can teach and children can learn. The governing body is responsible for setting general principles that inform the behavior policy.

Ormiston Meridian Academy (OMA):

- Expects all students to show respect and courtesy towards teachers and other staff and towards each other
- Expects parents to encourage their children to show that respect and support the school's authority to discipline its pupils
- Will create a culture of respect by supporting their staff's authority to discipline pupils and ensuring that this happens consistently across the school
- Will ensure that the governing body and the head teacher will deal with allegations against teachers and other school staff quickly, fairly and consistently
- in a way that protects the student and at the same time supports the person who
- is the subject of the allegation
- Will ensure that every teacher will be good at managing and improving children's
- Behavior

## **Rewards**

The school aims to promote high standards of behaviour, self-discipline and learning through positive encouragement and reward. Teachers should recognize achievement and a positive contribution by giving praise in class, making encouraging comments and by marking work in a way that recognises effort and success. Outstanding effort and work may be rewarded via the success score system, certificates and Principals awards.

**This is an explanation of the legal powers and duties that govern behavior and attendance in the academy and explains how they apply to teachers, governing bodies, pupils and parents.**

OMA expects high standards of behaviour and work from all students and if they fail to reach the expected standard of behavior or academy work a punishment will be issued.

- A detention may be issued up to 1 hour at the end of the school day without notice being given to parents
- In cases of truancy from school a student may be placed on an 'Attendance Report'
- In cases of poor behaviour in lessons or around school a 'Behaviour Report' will be issued. This ensures that a close check can be kept on students throughout the academy day

- A 'Contract of Good Behaviour' may be signed by the student and parent
- A fixed term exclusion may be issued
- A permanent exclusion may be the result if behaviour does not improve. In this case, an alternative school will have to be found

## **Academy Rules**

Students are encouraged to be:

- Respectful to others – fellow students as well as adults. Students should be aware that foul and abusive language is not acceptable
- Respectful of property including the care of the school building, equipment and grounds. In the case of vandalism and theft the police may be informed
- Sensible, thoughtful and self-disciplined in all movement in and around the Academy
- Quiet, courteous and conscientious in all academy activities whether in or out of the classroom
- Attentive to personal appearance. School uniform must be worn at all times
- Attentive to good attendance and punctuality

### **The following items are not allowed in the Academy:**

- Unsuitable jewellery – will be confiscated and returned at the end of the school day.
- Illegal items – such as weapons or drugs
- Cigarettes and other tobacco products

School staff can search students with their consent for any item which is banned by the school rules. The Principal and staff authorised by the principal have the power to search students or their possessions, without consent, where they suspect the student has knives or weapons, alcohol, illegal drugs and stolen items. Lockers can also be searched and students will be required to sign a consent form to allow this. If it is suspected that 'prohibited items' are in a students' locker, staff may search without consent.

## **Mobile phones**

- Mobile devices are normally not permitted to be used during Academy hours by pupils or members of staff. However, if explicitly directed by a member of staff for sound educational purposes, students may use their mobile devices. Unauthorised use may lead to the confiscation of the mobile phone. If confiscated they will usually be returned only to parents or careers. The school also reserves the right to search mobile phone files if SLT believe that photos or video film has been taken of Staff or students without consent.

## **Use of Reasonable Force**

All academy staff have the power to use reasonable force to prevent students committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. (See Physical Contact and Use of Reasonable Force Policy)

## **Allegations of Abuse against Staff**

Allegations of abuse will be taken seriously and the school will ensure they it deals with allegations quickly, in a fair and consistent way that provides effective protection for the child and supports the person who is the subject of the allegation. Every effort will be made to maintain confidentiality and guard against unwanted publicity while an allegation is being investigated. Exclusion will not be used as an automatic response when an allegation has been reported, however, the school will take strong action against a student who makes a malicious and false allegation about a member of staff (see Complaints Policy for further guidance).

### **Behaviour Outside the academy**

The academy may wish to take action against a student who has behaved badly when:

- Taking part in a school trip
- Travelling to and from the academy
- Wearing school uniform
- In some way is identifiable as a student at the school.

Or misbehaviour at a time when the behaviour:

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

## **Exclusion**

The Principal and staff designated by the principal decides whether to exclude a student, for a fixed term or permanently, taking into account all the circumstances, the evidence available and the need to balance the interests of the student against those of the whole academy community.

Depending on the type of exclusion, in most cases parents have the right to make representations to the governing body (or discipline committee). In all cases of permanent exclusion parents have the additional right to appeal to an independent appeal panel.

Schools and academies are under a duty to provide suitable full-time education for the excluded student from the sixth school day of any fixed period exclusion of more than five consecutive academy days. Local authorities are under a duty to provide suitable full-time education from the sixth school day of a permanent exclusion.

## **Parents**

Schools and academies are required to have, and to ask parents to sign, a Home School Agreement that outlines the responsibilities of the parent and the school; including those around behaviour and attendance.

Parents are under a legal duty to ensure that their child (aged 5-16) receives a suitable full-time education either at a school or by making other suitable arrangements. Where a child is not a registered pupil and other suitable arrangements are not made, the parent may receive a school attendance order from the local authority requiring them to register their child at a school or academy.

For academy-registered pupils, parents must ensure that their child attends punctually and regularly. If they do not, the academy, academy sponsor or local authority may ask them to sign a parenting contract or may issue a £50 penalty. The local authority may also prosecute a parent who fails to ensure their child's regular academy attendance or apply to the courts for an education supervision order in respect of the pupil himself/herself.

Parents have a clear role in making sure their child is well behaved at school. If they do not, the academy, academy sponsor or local authority may ask them to sign a parenting contract or may apply for a court-imposed parenting order. Parents must take responsibility for their child, if excluded, and ensure that they are not in a public place without good reason during school hours within the first five academy days of any exclusion. If they do not, the school or local authority may issue a £50 penalty.

Parents must also ensure that their child attends the suitable full time education provided by the local authority from the sixth day of exclusion.

Parents are expected to attend a reintegration interview following an exclusion from The academy. Failure to attend may make it likely that a court could impose a parenting order if the academy, academy sponsor or local authority applies for one.

## **Behaviour Guidelines for Staff**

### **1. Good Practice**

- Most important of all expect to give and receive respect.
- Acceptable standards of behaviour, work and respect depend on the example set by us all – make a positive contribution and be a good role model.
- Good order has to be worked for and does not simply happen – set high standards, be consistent, use the academy systems.
- Good relationships are vital at every level – take the initiative, greet and be greeted, smile and get to know your students and colleagues.
- Problems are normal, where students are learning and testing the boundaries.

- Success in managing behaviour is tested not by the absence of problems but by the way we deal with them.

## **2. Managing Behaviour Effectively**

- Establish your authority firmly and calmly.
- Apply the Classroom Behaviour Policy consistently.
- Use Rewarding Success.
- Insist on students complying with the rules and academy systems.
- Separate the problem from the person.
- Follow up problems and see things through.

## **3. In the Classroom**

- Aim for a positive, supportive and secure classroom ethos.
- Good lessons can generate good behaviour and good relationships.
- Be on time and do not leave a class unattended.
- Prepare thoroughly and differentiate.
- Praise and reward through regular marking of students' work.
- Use your classroom to create a stimulating learning environment.

## **4. Around the academy**

- Being around can generate good behaviour and contribute to a better start to lessons.
- Be low key.
- Establish good relationships at every opportunity.
- Deal with misbehaviour.
- Set high standards.

## **5. Dealing with Incidents**

- Keep calm and avoid confrontation.
- Only use reasonable force where and when appropriate (See Physical Contact and Use of Reasonable Force Policy).
- Listen and do not make snap judgements.
- After an incident rebuild relationships where possible.
- Keep a record.
- Be consistent in applying your own and the academies standards.