



Behaviour Policy

Ratified
June 2017

Aims

- To develop in every student their spiritual and ethical selves thus making a positive contribution to society.
- To ensure that every student reaches their full educational potential in a respectful, orderly environment.
- To foster an ethos of positive reinforcement for good behaviour and excellent work.
- To adopt an ethos whereby poor behaviour and work that is below standard results in very clear, consistent and fair sanctions for all.
- Our School's Policy on Behaviour applies to each member of our school community. The key word is RESPECT - for God, for each other, for ourselves, for the environment, for learning.

Responsibilities

Parent/Carer Responsibility:

Parents and Carers should take responsibility for the behaviour of their child within and outside the school. They are encouraged to work in partnership with the school to assist the school in maintaining high standards of behaviour by:

- Signing the *Home School Agreement*;
- Discussing and enforcing the School Rules with their child;
- Responding promptly to communication from school such as letters/telephone calls;
- Attending meetings to discuss their child's behaviour and progress in school;
- Forming positive home school relationships.

Student Responsibility:

Students will be expected to take responsibility for their own behaviour by:

- Treating all members of staff, pupils and members of the public with respect;
- Following instructions immediately;
- Being aware of and following the School Rules both in and out of school when in school uniform;
- Understanding that unacceptable behaviour sanctions are a result of choosing to break the School Rules.

Staff Responsibility:

The School takes responsibility for:

- Setting high standards for work and behaviour as per teacher core standards;
- Being fair and consistent in the implementation of the School Rules;
- Treating students as individuals and with respect;
- Forming positive Home-School relationships and communications;
- Responding promptly to communication from parents including telephone calls and letters.

Allegations Against other Pupils

At Maria Fidelis, we believe that all children have a right to attend school and learn in a safe environment. Children should be free from harm by adults in the school and other students.

We recognise that some students will sometimes negatively affect the learning and wellbeing of others and their behaviour will be dealt with under the school's Behaviour Policy.

Safeguarding allegations

Occasionally, allegations may be made against students by others in the school, which are of a safeguarding nature. Safeguarding issues raised in this way may include physical abuse, emotional abuse, sexual abuse and sexual exploitation.

It is likely that, to be considered a safeguarding allegation against a pupil, some of the following features will be found.

The allegation:

- is made against an older pupil and refers to their behaviour towards a younger pupil or a more vulnerable pupil
- is of a serious nature, possibly including a criminal offence
- raises risk factors for other pupils in the school
- indicates that other pupils may have been affected by this student
- indicates that young people outside the school may be affected by this student.

Examples of safeguarding issues against a student could include:

Physical Abuse

- violence, particularly pre-planned
- forcing others to use drugs or alcohol

Emotional Abuse

- blackmail or extortion
- threats and intimidation

Sexual Abuse

- indecent exposure, indecent touching or serious sexual assaults
- forcing others to watch pornography or take part in sexting

Sexual Exploitation

- encouraging other children to attend inappropriate parties
- photographing or videoing other children performing indecent acts.

Young people suffering from sexual exploitation themselves may be forced to recruit other young people under threat of violence.

Minimising the risk of safeguarding concerns towards pupils from other students

On occasion, some students will present a safeguarding risk to other students. The school should be informed that the young person raises safeguarding concerns, for example, they are coming back into school following a period in custody or they have experienced serious abuse themselves.

These students will need an individual risk management plan to ensure that other pupils are kept safe and they themselves are not laid open to malicious allegations. There is a need to balance the tension between privacy and safeguarding.

What to do

When an allegation is made by a pupil against another student, members of staff should consider whether the complaint raises a safeguarding concern. If there is a safeguarding concern, the Designated Safeguarding Lead (DSL) should be informed.

A factual record should be made of the allegation, but no attempt at this stage should be made to investigate the circumstances.

The DSL should contact social services to discuss the case. It is possible that social services are already aware of safeguarding concerns around this young person. The DSL will follow through the outcomes of the discussion and make a social services referral where appropriate.

The DSL will make a record of the concern, the discussion and any outcome and keep a copy in the files of both pupils.

If the allegation indicates a potential criminal offence has taken place, the police should be contacted at the earliest opportunity and parents informed (of both the student being complained about and the alleged victim).

It may be appropriate to exclude the pupil being complained about for a period of time according to the school's behaviour policy and procedures. Where neither social services nor the police accept the complaint, a thorough school investigation should take place into the matter using the school's usual disciplinary procedures.

In situations where the school considers a safeguarding risk is present, a risk assessment should be prepared along with a preventative, supervision plan.

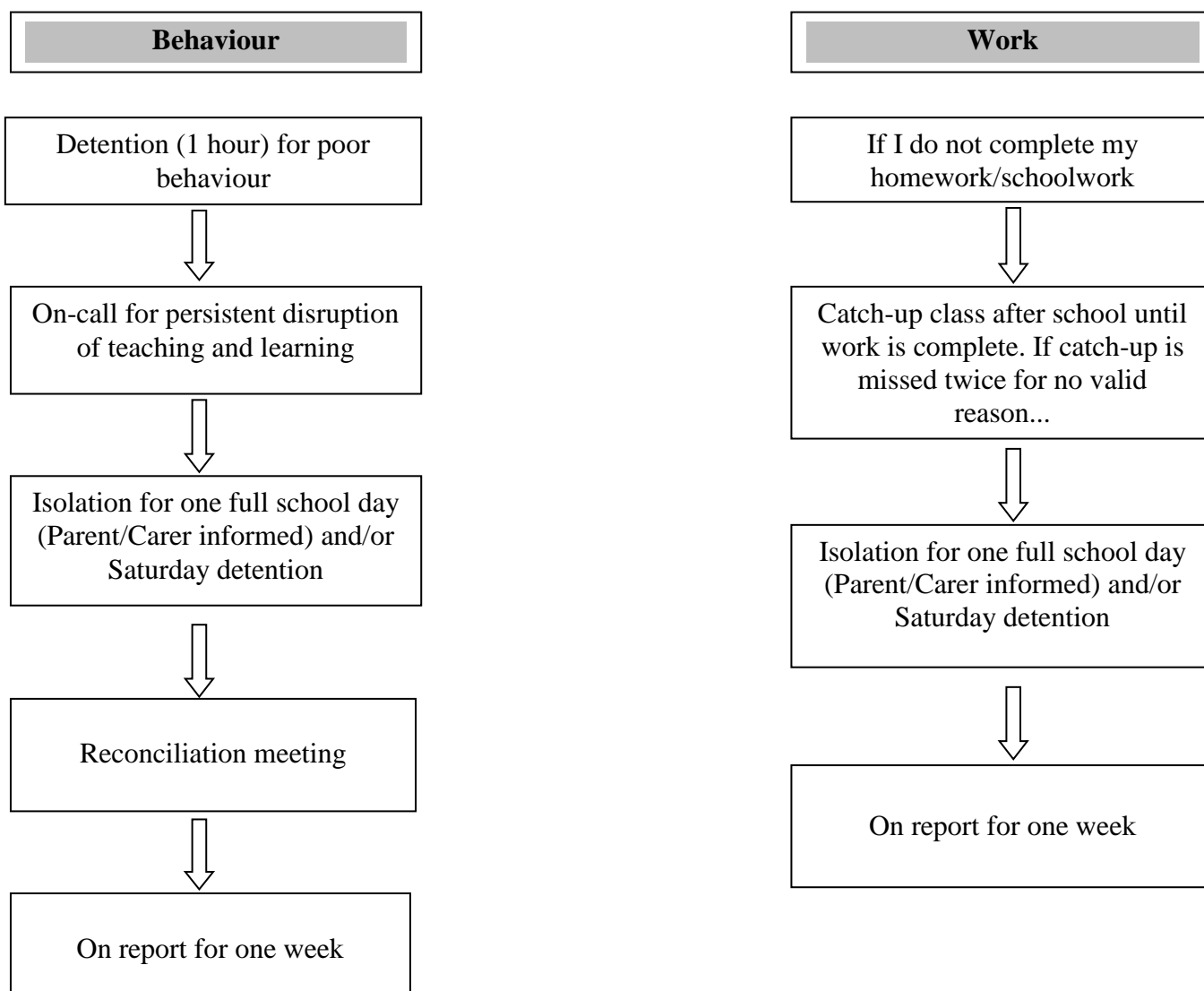
The plan should be monitored and a date set for a follow-up evaluation with everyone concerned.

The School Rules

Our School Rules extend to *in the classroom, around the school and coming to and from school in our school uniform.*

- Arrive to and from school in correct school uniform;
- Follow classroom safety rules;
- Follow all instructions given by the staff of the school immediately;
- Attend all lessons and be on time;
- Have journal and all necessary equipment;
- Stay on task, completing all work and allow others to do the same;
- Be polite and respectful to all including members of the public ;
- Respect the environment- Put all litter in the bins and only eat in designated areas;
- Keep all prohibited items* off school premises;
**chewing gum, jewellery, cosmetics, lighters, matches, tippex, cigarettes or any item the Headteacher deems to be a threat to the health and safety of others.*
- Behave in an orderly way on footpaths, streets and on public transport protecting the good name of the school;
- Maria Fidelis Catholic School is a mobile phone free zone. This extends to ipods/ipod variations. If these devices are seen or heard throughout the school day, they will be **confiscated immediately** and only returned to a Parent/Carer. Refusal to hand these items over will result in a fixed term exclusion from school.

Sanctions Route



Around the School including to and from School

- Lateness to school results in a late detention that same day from 10 minutes (8.30-40) up to one hour depending on the number of minutes the student is late.
- Students will be sent home for wearing incorrect uniform or being in possession of non-uniform items (see uniform policy) and asked to leave at home items of clothing that are non-uniform items. They are expected to return to school immediately.
- Sanction will vary according to the degree of the offence, how often the offence is repeated and will range from a detention (including on a Saturday morning for more serious breaches of the Behaviour Policy), to an isolation and/or a fixed term exclusion from school. Inclusion is considered in all instances.

Very Serious Misbehaviour

- Persistent disruption to the teaching and learning in lessons;
- Repeated breaches of the School Rules;
- Inappropriate sexualised behaviour such as sexual language and sexual bullying, which can include explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance or inappropriate touching.
- Sexual assault, which is defined as any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation
- Swearing, threats or using abusive language to staff or other students;

- Bullying including cyber-bullying;
- Vandalism / Theft;
- Fighting / Organised wrongdoing;
- Behaviour likely to put the student or others at risk, including setting off the fire alarm/misbehaving during fire practice;
- Smoking / Breach of School's Drug Policy;
- Racist, sexist, homophobic or discriminatory behaviour;
- Any of the above examples done in public, whilst wearing school uniform, thereby bringing the good name of the school into disrepute.

Consequences for Very Serious Misbehaviour

In the first instance:

- Parent informed and work sent home.
- Fixed term exclusion (1-5 days: number of days dependent on incident).
- Re-entry interview with parent and member of Senior Leadership Team.
- Put on report to Student Support Officer for one week.

In the second instance:

- Parent informed and work sent home.
- Longer fixed term exclusion (1-10 days: number of days dependent on incident). From and including day 6 of the exclusion, the school will provide alternative provision on/off site and governors will be informed.
- Re-entry interview with parent and member of Senior Leadership Team.
- On report to Assistant Headteacher for one week.

Further instances:

- Parent informed and work sent home.
- Longer fixed term exclusion (1 to 45 days). From and including day 6 of the exclusion, the school will provide alternative provision on/off site and governors will be informed. Exclusions greater than 15 days will result in *Governors Disciplinary Committee* and intervention plan to prevent permanent exclusion.
- Re-entry interview with Parent and Headteacher.

Permanent Exclusion

Repeated breaches of the School Rules is likely to affect the well-being of other members of Maria Fidelis Convent School and will result in recommendation to the Governors for the permanent exclusion of the student concerned.

A single occurrence, depending on its severity, of the following is likely to result in immediate recommendation to the Governors for the permanent exclusion of any student who:

- a) uses or supplies any illegal drug on school premises;
- b) acts violently or aggressively, either physically or verbally, towards any member of the school's staff either in school, on an off-site activity, on the journey to or from school, or at any other time;
- c) acts violently or aggressively, either physically or verbally, towards another student or member of the public either in school, on the journey to or from school, or at any other time;
- d) displays unwanted sexualised behaviour towards another pupil or member of staff, including sexual assault;
- e) brings in or is in possession of a prohibited or offensive weapon likely to cause harm to the school community;
- f) encourages or is seen to be in the company of those who are not members of the Maria Fidelis community and are deemed a threat to the safety of others.

Rewards

The **Merit System** aims to reward students for excellent behaviour throughout each half term. Every student receives 100 merits at the beginning of each new half term and merits are lost according to the events below:

Reason	Merits lost
Late (8:30-8:40)	5
Late (after 8.40)	5 merits lost plus one merit per minute after 8.40
Attendance below 95%	10
Detention (behaviour)	10
Catch up	10
Mobile phone/iPod confiscation	20
Isolation	30
Exclusion	50

The Merit Boards in school are updated each fortnight so each student can see how they are performing. Students who retain 100 merits each half term will be rewarded with an own clothes day and/or a trip out of school each term.

Signed by Chair of Governors

Modesto Tondelli

Date 26 June 2017

Date of Review:.....