Ffynone House School

Behaviour and Discipline policy

Approved by:	H Khaleel	**Date:** 01/12/2022
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Ffynone House School Behaviour and Discipline Policy

Aims

It is a primary aim of Ffynone House School that every member of the school has a clear understanding of the importance of good behaviour and the fair use of discipline to maintain this.

Clear rules and boundaries allow pupils and staff to feel happy, confident and secure in their school life and work. They also reaffirm parents' expectations of a caring, safe and industrious environment for their children.

School rules should be viewed as a positive means of ensuring consistency and consideration for others within the school community.

We aim to foster good behaviour with clearly expressed guidelines that have high expectations. We demonstrate our appreciation of achievement through a system of rewards and deter unacceptable behaviour with the fair and appropriate use of sanctions.

Our ultimate aim is to encourage self-discipline so that each pupil learns to accept responsibility for their own behaviour. We want our pupils to have the self-confidence to make decisions and accept the consequences in affecting the wellbeing of themselves and others.

Expectations

At Ffynone House we expect pupils to show courtesy, care and consideration for all members of the school. We wish them to treat others as they would like to be treated themselves.

Pupils are made aware that good behaviour and fair discipline strengthen peer and staff/pupil relationships to create a positive social and working environment within the school. We require high standards of behaviour from pupils and in return they should expect to be treated by staff with fairness and respect. Parents should expect that the actions taken by teachers in upholding this policy maintain pupils' self-esteem, while encouraging self-control and awareness of others' feelings.

This policy should be applied consistently, regardless of gender, ethnicity, religion, social background, sexual orientation or disability. All members of the school community have these rights and should take responsibility for upholding the rights for others.

Expectations of Staff and Parents

The role of staff and parents in encouraging appropriate behaviour is paramount. In this context, staff are expected to:

- Act as good role models
- Treat all pupils fairly and with respect.
- Form good relationships with parents to show pupils they share common expectations of behaviour.

Parents are expected to:

- Make their child aware of appropriate behaviour in all situations
- Foster good home/school relations
- Support the school in the implementation of this policy

Guiding Principles

We seek to create a classroom environment which enables learning to take place in a disciplined and well organised manner and as such, we expect pupils to be punctual, polite and fully prepared for lessons at all times.

Pupils should listen carefully and follow instructions without shouting out, and treat others, their work and possessions with respect. It is every pupil's right to have a high-quality education and it is unacceptable for a pupil to cause disruption that affects others' progress and learning.

Students should treat school property with care as if it were their own. Students should never dismiss or ridicule the opinions of others.

Recognition & Reward

Ffynone House values achievement. We encourage the endeavours of all our pupils through celebration of their achievements whether behavioural, academic, or extracurricular. Achievements are shared within the school and in the wider community.

Staff are encouraged to inform the Head when a pupil produces an outstanding piece of work to recognise the achievement. Similarly, success in academic, sporting, and extra-curricular fields are publicised through social media and the local press and staff always endeavour to display examples of good work in classrooms.

Sanctions

Ffynone House pupils are entitled to respect and fair treatment from staff; equally, pupils must expect that sanctions will be invoked if their behaviour or effort falls below what is reasonably expected of them.

These sanctions are designed to remedy the problem in the long term, rather than acting as a short-term deterrent. We want pupils to see the value of improved behaviour both to the school community and themselves. Form teachers discuss the school rules with pupils; rules are displayed in all classrooms.

Pupils' code of conduct while off school premises

We expect our pupils to maintain a consistent standard of behaviour in and beyond school premises. Conduct on courses, work experience and educational visits should always promote the reputation of Ffynone House School and not harm their own health or the safety of others. Misconduct in these situations may result in similar opportunities being withdrawn in future from the pupil or pupils concerned. Sanctions such as detention, internal suspension or temporary exclusion may be imposed at the Headteacher's discretion, after consultation with the trip leader.

School Rules

- Arrive punctually at school and attend lessons on time
- Always bring your homework diary and other equipment to lessons
- Always wear correct uniform or sports kit
- Always treat others with courtesy and respect
- Respect the school environment and school property – do not drop litter and look after school equipment
- Do not tolerate bullying. Report incidents to a teacher
- Do not eat in lessons or bring chewing gum to school
- Act in accordance with the Ffynone House School mobile phone policy
- Use lockers to store valuables or hand to a member of staff for safe keeping.

Discipline Procedure

Pupil misdemeanours can potentially range from being disrespectful, untidy or talking out of turn at one end of the spectrum through to serious problems including vandalism, bullying or substance misuse at the other. The guiding principle is that there should be a variety of possible responses and interventions available dependent upon the severity of the need. These will include verbal warnings, notes in pupil diaries, lunchtime detentions and letters to parents. More serious misdemeanours may result in internal suspension or pupil exclusion, though these latter two punishments may be used only by the Head teacher or their Deputy in their absence.

The response will escalate as needed from subject teacher, to form teacher, a member of the senior leadership team and ultimately to the Headteacher with parents informed either by phone call, letter or a meeting in school.

Serious Breaches of Rules

Certain incidents of extreme behaviour or serious breaches of rules may result in immediate temporary exclusion, or a pupil being asked to leave the school permanently.

The following circumstances could result in such action being taken:

- Bringing weapons of any kind into school
- Causing injury to another pupil or member of staff.

- Possession or use of drugs or alcohol on school premises or on a school visit.
- Use of the internet to disparage/bully another pupil or staff member, or to discredit the school.
- Use a mobile phone or other device to record audio or video content of a pupil or member of staff, or to share such material to disparage, humiliate or discredit them.

Investigating a potential breach of the school rules takes time. Pupils who are involved in an incident that requires further investigation, either as a perpetrator or victim, may be asked to stay away from school to enable a full and fair investigation to take place. Such incidents are stressful, and pupils can often find they get drawn into further behaviour incidents whilst the investigation is underway. For this reason, the school reserves the right to ask a pupil to stay away from school for up to three working days. This is not a disciplinary step; it is a safeguarding measure that gives the school enough time to perform a risk assessment and to take subsequent action.