Culture and Routines Policy 2026-Dec2026

UNDER REVIEW

(Policy designed incorporating DFE 'Behaviour in Schools Guidance' February 2022)

Policy Version & Issue Date	Sept 2026 This policy has been written after consultation with Secondary staff in September
Electronic copies of this plan are available from	Armfield Academy Blackpool
Hard copies of this plan are available from	Armfield Academy Blackpool The principles in this policy have been shared via Headteacher letter and communicated in Assemblies between July & September 2026
Date of next review	Dec 2026 (as required) Policy is currently being amended
Person responsible for Review	Leona Parkinson

Armfield Academy Culture & Routines Policy 2026-Dec 2026

Our Vision (Linked to DFE guidance February 2022)

To create a culture where learning is at the forefront of each day and is valued. We want our students to feel challenged each day in an environment where performance is improved and potential is achieved, where success is celebrated and where each person has the right to be an individual with a healthy respect shown at all times.'Well managed schools create environments in which student behaviour is good and cultures where staff can flourish in safety and dignity' (DFE February 2022)

Our Mission

To use the strength within our trust to raise achievement for all our students using all resources available to ensure this happens. Together we have the capacity to make a difference and we are morally bound to do so. We will clearly communicate our policy to students and parents. Our mission is to exceed national minimum expectations for behaviour.

Our Rationale

Our policy sets out the broad principles that we apply when approaching behaviour issues. It should be read alongside other policies; Anti bullying, Equal Opportunities, E-Safety and SEND. Together our policies describe an inclusive approach which aims to address the full range of needs of all our pupils.

Our Philosophy

We set high standards of behaviour which are essential for effective teaching and learning and to ensure our community offers a safe environment where pupils feel respected and supported. Quality first teaching and learning is at the core of our high standards of behaviour along with our mission to develop each pupil as an independent learner, who self regulates. Good behaviour management and restorative practice encourages pupils to develop self-discipline and a strong work ethic giving them a sense of responsibility and pride in their learning.

> *"Building positive relationships is at the heart of effective behaviour management. A strong relationship connects us to our students and without that connection our ability to influence and lead them is diminished."*

Our Purpose

- Promote Inclusion;
- Ensure pupils learn in a supportive environment where everyone feels safe to learn;
- Enable pupils to develop learning skills and confidence through cooperation and consideration for others;
- Ensure pupils, staff, parents and governors have a clear understanding of the expectations and ethos with regard to behaviour inside and outside while travelling to and from school;
- Encourage children to take responsibility for their actions;
- Promote equal opportunities;

- Acknowledge and promote appropriate behaviour by positive reinforcement;
- Clarify roles and responsibilities of staff.

Home School Agreement

The success of our school and our pupil's education relies on the support of the parents as well as the communication between staff and home. We have an agreement that communicates the expectations of behaviour for school, parents and pupils in order for effective relationships to be established. Please click HERE for the agreement.

Our Rewards

At Armfield Academy we pride ourselves on the achievements of our young people to promote good behaviour. To aid our pupils we have a rewards system based on resilience, pride, respect, behaviour, kindness and positive work ethic. We have formal and informal praise which play a part in our behaviour for learning. Positive Behaviour, house points and learning points can be achieved in each lesson and through all other areas of school life. This is monitored through class dojo in primary and class charts in secondary. This allows each pupil to see their achievements and work towards gaining rewards throughout the school year.

In secondary our diamond badges can be achieved with the accumulation of points from 50 class chart points to 1500 which gains the platinum diamond badge to be displayed on the school blazer.
Further to this all our pupils will be rewarded wherever possible as follows;

- Praise - Verbal and written
- Celebration boards
- Class Dojo/Class Chart points to count towards diamond badges
- Raffle tickets for prizes, Half termly certificates and rewards assemblies
- Positive phone calls and postcards home
- Trips and other rewards that will be organised by staff
- In primary celebration assembly takes place on a Friday and in secondary Friday's tutor time is a time when we reward all students who have either had a great week or have improved that week.

Our Sanctions

'Behaviour points' are not a replacement for good classroom management techniques and will not compensate for poor teaching and/or unstructured lessons.
Sometimes there is a need to use a variety of strategies, alongside the rewards to promote positive behaviour from our students. These are used to address low level behaviours, aiming at redirecting behaviour and diffusing and potential difficulties. Examples of these include;

- Non-verbal gestures (eg use of eye contact, smiling, thumbs up etc)
- Praise
- Light hearted humour
- More positives than negatives
- Distraction and Tactical positioning
- Movement breaks
- Quiet chat - Find out if everything is ok
- Clear reminder of expectations and instructions

- Reminder of successes
- Reference to targets/goals/achievements
- Reminder of rewards they are working towards
- Set limits (when.... then/if..... then)
- Allow 'thinking time'
- Have a chat out of class -away from the audience, aiming for a quick return to class.
- Clear expectations of consistency on entering the classroom and leaving the classroom.

Refusal to follow a reasonable request or school expectations e.g. wearing the correct uniform or to follow a seating plan, will result in a consequence, with Patrol called to offer support with the consequence. In most cases there should be immediate compliance. Seating plans are entirely at the discretion of teachers and refusal to sit in the appropriate place will be Stage Detention or Isolation for a period of time dependent on the time the offence takes place.

Uniform

At Armfield Academy, we pride ourselves on high expectations with regards to our school uniform. We expect that all our pupils wear the correct uniform on a daily basis. This is monitored by school and repeat incidents of incorrect uniform will be communicated with home.

Hair

- The school understands that someone's hair is part of their identity and as such will not refuse children access to learning based on their hair. The school would remind children and parents that a school is a working environment when considering styles and that hair styles should be neat.
- The school will not allow students to have words/logos shaved into their hair.
- The school must have due regard to equality laws when considering hair styles. Hairstyles that are part of the culture and identity of an ethnic or racial group will be respected. This includes hairstyles such as (but not limited to) braids, locks, twists, cornrows, plaits, skin fades and natural afro hairstyles.
- The school allows children to wear head coverings where these are part of the culture and identity of an ethnic, religious or racial group. This includes (but not limited to) head coverings including religious based head coverings and African heritage head wraps. This will also include head coverings worn on the basis of a medical condition. All other head coverings should be removed when children arrive at school.
- Bows and bobbles should be black, white, green or blue.
- The school would prefer childrens hair to be of a natural colour but will tolerate hair which has been coloured. Children should not have very bright hair colourants (e.g. green, blue etc).
- Students will be asked to tie long hair back when it is required on health and safety grounds.

Sanctions

The sanctions for inappropriate behaviour or disruption to the learning of others will be dealt with by the school in an appropriate manner.

B1 - Explanation
B2 - Explanation

In secondary, after a B3 classroom incident occurs a text will be sent home to inform parents of an after school detention for 30 minutes. Following the incident a phone call home will be made by the classroom teacher to communicate the issues that have arisen in class. If a student does not attend they will do till 4:20pm the following evening.

Head teachers detention on a Friday will be served till 4:30pm.

Lateness

In secondary, if students arrive after 08:45 a text will be sent home to inform parents of an after school detention for 30 minutes.

Persistent lateness will lead to a Headteacher's detention on a Friday night until 4:30pm

In secondary, lateness to lessons will result in a 10 minute detention after school.

Out of bounds over lunchtime

There are fantastic canteen facilities at Armfield and adequate toilet facilities at lunchtime for the school. Therefore, for any student out of bounds at lunch time a text will be sent home to inform parents of an after school detention for 30 minutes.

Swearing

At Armfield we encourage students to use appropriate language. Unfortunately this is a societal issue, so therefore we need a clear policy in place.

1. When a student is swearing at another student, and we hear them, we explain that this is not appropriate language for school and we ask for an apology. If that occurs then that is the end of the matter. If an apology does not occur a text will be sent home to inform parents of an after school detention for 30 minutes.
2. More serious incidents of swearing at staff will be sanctioned appropriately.

Restorative Justice

As a through school Armfield Academy takes a restorative approach to resolving conflict and preventing harm. Restorative approaches enable those who have been harmed to convey the impact of the harm to those responsible, and for those responsible to acknowledge this impact and take steps to put it right. It allows pupils and staff to move forward and avoid any repeat of the behaviour.

Equal Opportunities

Armfield Academy provides equal opportunities regardless of gender, disability, sexual orientation, ethnic background, colour, nation of origin, age, transgender status and religion. We strive to promote equality and diversity through the ethos of the school.

Bullying and Harassment

Bullying or harassment of any type will not be tolerated in school and will be dealt with using the sanction system. For incidents of bullying or harassment occurring outside of school such as using social network sites, will be dealt with by home and then please ensure you communicate this with the Head of Year/Pastoral lead on an individual basis. Please see the anti-bullying policy.

Trauma

Refer to the mental health policy.
All staff in our school are trauma informed. We pride ourselves in being trauma informed and work hard to support our school and families in an appropriate manner.

SEND

We have a number of students with SEND. We will have the same expectations of all students. However, reasonable adjustments will be made for SEND students, especially in terms of sanctions, for example the sanction may be completed at a different time or in a different place.

Internal Suspensions

Where possible Armfield Academy would like all students in lessons and engaged in their learning. Where this is not possible, we have a provision on site that allows students to be supported with their learning and avoid suspensions.

Placement at another school for a day or more.

Certain inappropriate behaviours in school and repeated disruption may be sanctioned with a placement at another school for a period of time. This will be communicated with families.

Suspensions

Only the headteacher can suspend a student in line with the statutory guidelines recommended by the DFE.

Any suspension will be discussed with parents/carers before a formal letter of suspension is delivered. All Armfield suspensions will require a reintegration meeting with pupils and parents to work together to avoid further suspensions. The decision to suspend will be a balanced account of the incident without prejudice.

Suspension; *A head teacher can issue a suspension or permanent exclusion in response to your child's unacceptable behaviour that breaks the rules, in or outside of school. DFE 2023*

All decisions to suspend should be serious and only taken as a last resort or where the breach of the school policies are made.

No one incident is the same. The academy will look to be consistent, and the assistant headteacher for behaviour will look to be a moderating presence along with the pastoral team and behaviour managers.

Permanent Exclusion

Permanent Exclusions must be upheld by governors. The decision to permanently exclude is a very carefully considered decision that follows DFE guidance on this issue. Armfield does not have a record of over use of permanent exclusion.

A decision to exclude a pupil permanently should only be taken:

- In response to serious or persistent breaches of the school's behaviour policy; and where allowing the pupil to remain in school would seriously harm the education or welfare of the pupils or others in the school'.

(DfE 'Exclusion from maintained schools, Academies and pupil referral units in England 2012)The Headteacher will make the judgement, in exceptional circumstances, where it is appropriate to permanently exclude a child for a first or 'one-off' offence. These offences might include:

- Serious actual or threatened physical assault against another student or a member of staff
- Sexual abuse or assault
- Bringing into school or supplying an illegal drug
- Possession of an illegal drug with intent to supply
- Carrying an offensive weapon
- Making a malicious serious false allegation against a member of staff
- Potentially placing members of the school community Armfield or the public in significant danger or at risk of significant harm

These instances are not exhaustive, but indicate the severity of such offences and the fact that such behaviour can affect the discipline and well-being of the Academy community.
Cases where our headteacher may permanently exclude a student include:

- one of the above offences; or
- Persistent disruption and defiance including bullying (which would include racist or homophobic bullying) or repeated possession and/or use of an illegal drug or drug paraphernalia on school premises.

Each case will be considered individually.

Finally, it is vital to recognise that the school will look to have excellent relationships with Students and Parents. This will include regular use of rewards and praise and an expectation of all staff to avoid derogatory comments and shouting.
Where students do not immediately comply, behaviour managers will utilise:-

- Immediate contact with parents by phone
- Expectation of parents to come into school to pick up students where there is no compliance and calming strategies mean the student is refusing to follow anyone's instructions (Extremely rare). This may lead to an exclusion that day.
- Use of morning interviews with Parents.
- Use of signed contracts with Parents
- Use of home visits - these will also be used to support with attendance.

Each Behaviour Manager and indeed the Academy staff in general will look to develop the best possible relationship with students- hoping to celebrate both consistently good behaviour

and improvements in behaviour in assemblies, in Friday form time and generally throughout the year.

Banned Items and Searches

Banned Items

The items below must NOT be brought into school or seen in school. Any students with any of the following items that could be considered dangerous or a weapon will be sanctioned according to Armfield's sanction system.

- Stink bombs
- Firecrackers
- Aerosol cans
- Fizzy drinks/Energy drinks
- Any type of sprays
- Lasers
- Knives screwdrivers or tools of any kind
- Guns, fake/toy guns
- Metal combs
- Any objects that could be used as a weapon
- Cigarettes
- Drugs
- Alcohol
- E-Cigarette/Vapes, lighters and matches
- Any sharp objects

Searches

In the case of pupils bringing banned items into school staff do have the right to search pupils. This will be carried out by a senior member of staff in the presence of a witness. The school does not have to seek parental consent for a search to take place.
There are occasions when a student may have a personal risk assessment and this is at the schools discretion working closely with the family.

Use of reasonable force

Please see the DfE guidance on the use of reasonable force at Armfield Academy. A number of staff at Armfield Academy are trained in the use of positive handling by Team Teach.

Team Teach training helps every individual in our organisation respond in a way that is reasonable, proportionate and necessary.

Their techniques promote a respectful, supportive approach. Our staff have learned strategies that maintain positive relationships and encourage de-escalation together with a thorough needs analysis.

For lower-risk settings, this may include safe positive handling techniques, including personal safety, appropriate for the environment.

For higher-risk settings, their behaviour training teaches strategies that emphasise personal safety and the reduction of risk and restraint. Staff have learned a wide range of authorised physical techniques specifically designed to support and respond to distressed behaviour safely. This training includes relevant legal standards and expectations related to the use of force, and reporting, recording, monitoring and evaluating requirements.