



# Behaviour Response Procedure: Parent/Carer Copy



These procedures will be followed, or may be adapted in individual circumstances, where the Headteacher deems it necessary and appropriate to do so.

## Staff will always:

- 'Meet and Greet'
- Recognition Board
- 'Adult Stance'
- Use a calm, neutral voice
- Focus on positive behaviour
- Treat the pupil with Respect
- Don't take the pupil's behaviour personally

## Stage 1:

1. Build effective relationships
2. De-escalate: 30 Second Intervention
3. Time to calm: 'Take Up Time'
4. Create an inconvenience
5. Restorative Conversation pupil's 'own' time.
6. Pupils complete any 'missed work' in their 'own time'
7. Follow Up: focus on positives

## Stage 2: *If children's behaviour results in going to Red on the Traffic Light System*

1. **Class Teacher Restorative Talk** with pupil - Class Teacher keeps pupil in.
2. **Breaktime Suspension** in Small Hall followed by restorative talk with Class Teacher.
3. **Parallel class.** Class Teacher phones parent. Parents are asked to talk with their child.
4. **Phase Leader Restorative Conversation** during breaktime or lunchtime.  
Behaviour Lead (DHT) sends letter home to parents that day.
5. **Pupil sent to a member of the Senior Leadership Team (SLT: DHT/AHT/SENCo).** SLT arranges meeting with parent within 24 hours.

## Stage 3: Dealing with Continuous Disruption to Learning

1. **SUSPENSION 1:** Pupil is sent out of class for internal suspension for a maximum of one day.
2. **SUSPENSION 2:** Minimum of one day suspension. Parent receives a letter and attends a reintegration meeting with a Deputy Headteacher/Assistant Headteacher.
3. **SUSPENSION 3:** Minimum of two day suspension. Parent receives a letter and attends a reintegration meeting with the Deputy Headteacher/Headteacher. A Behaviour Improvement Plan is created and agreed by home and school.
4. **SUSPENSION 4:** Minimum of three days suspension. Parent receives a letter and attends a reintegration meeting with the Headteacher. The Behaviour Improvement Plan is reviewed and amendments are made.
5. **SUSPENSION 5:** Pupil is suspended for a minimum of five days. Parent receives a letter and attends a reintegration meeting with the Headteacher. Alternative Provision and Permanent Exclusion will be discussed as ways to resolve the persistently disruptive behaviour. An appropriate solution will be agreed by the Headteacher.