



BEHAVIOUR FOR LEARNING POLICY

RBA/KBU JUNE 2018

COVID ADDENDUM JUNE 2020

OUR VISION:

The governors believe that all staff, students and visitors have the right to feel safe when participating in the life of the school, with due regard to the Health and Safety at Work Act 1974 and related legislation since. At Little Ilford school, we believe that all members of our school and wider community should exemplify the behaviours of positive and active members of society. We believe in equality for all, and that everyone has the right to an education free from prejudice of any kind. We believe in taking responsibility for our role in creating this vision together.

The governors of Little Ilford School strongly believe that in order to challenge and support each other effectively, a learning culture must be established and maintained by all. Outstanding teaching and learning in the classroom is therefore at the heart of our Behaviour for Learning policy.

This is a school where human rights are respected; as such the responsibility to maintain high standards of behaviour lies with **all** members of the Little Ilford School community. The school honours its legal duties under the Equality Act 2010 in relation to all protected groups, including students with special educational needs (SEN). The school's Anti-Bullying and Single Equalities policy is also closely linked to this policy

Rewards are to be used consistently and fairly to encourage the best standards of behaviour in and out of the classroom, maintaining the positive ethos of the school. Where sanctions are necessary, the needs of the whole community are recognised. The response to discipline and other issues of concern are always based on principles of restoration and reconciliation. All pupils are expected to take an active role in creating a positive environment that enables learning and achievement to flourish. All pupils are expected to respect and support all members of the school community.

All staff must take an active role in creating the positive environment that enables learning and achievement to flourish. All staff must respect and help all members of the school community. This includes following the school protocols consistently for recording and dealing with behaviour issues.

All parents/carers must uphold and reinforce the aims of the school, to celebrate and praise their child's achievements, as well as working in partnership to develop and maintain a positive attitude to life-long learning. We will work with parents to help them support the school in addressing inappropriate behaviour, inside and outside the school.

The expectations, rules and agreements stated within this behaviour policy apply both on school premises and in the surrounding area and community. Staff have the right and responsibility to challenge inappropriate and dangerous behaviour of pupils both in and out of school; whether our students are in school uniform or not and whether it is a school day or not.



In order to achieve our vision and meet the needs of students, all staff are guided by the following principles:

- Creating an inclusive and considerate community where students can learn and excel
- Enabling students to demonstrate positive attitudes and abilities
- Teaching students that actions and choices have consequences
- Giving students opportunities to be responsible for themselves as well as the learning environment as a whole
- Developing self-esteem through effective praise
- Promoting effective independent learning and behaviour management skills
- Responding with consistency, firmness, and fairness
- Providing positive role models and a safe learning environment
- Actively collaborate with parents, carers, family members, and community representatives where appropriate to maximize support for an excellent learning culture

All staff must –

- Manage student behaviour in the school; which includes behaviour in classrooms, corridors, extra-curricular activities and off-site. Consistency at all levels is the key to success
- Communicate with parents giving positive as well as other messages about behaviour, having due regard for individual home contact guidance procedures, as well as their own right to teach and students having the right to learn
- Review the effectiveness of their classroom routines with their students regularly
- Follow the school policy with regard to rewards and sanctions (see staff handbook) and the appropriate recording and monitoring of these through SIMs

See LIS Conduct Diamond

Student Conduct around LIS

Pupils are expected to adhere to the following expectations whilst moving around the school site:

- Come to school on time each day, the gate closes at 8.20 am
- Respect other pupils, their work and belongings
- All hoodies, sports tops and street culture attire (e.g. baseball caps) will be confiscated
- Line up in an orderly manner when asked to do so
- Walk, not run, inside and outside the building
- When inside the building, walk on the right hand side
- Always use the stairwell indicated by staff and signage
- Only eat food in the dining hall or designated dining areas
- Do not bring chewing gum, fizzy drinks or high energy drinks to school; they will be confiscated



- Not to leave litter anywhere on the school site
- To be polite and helpful to pupils, staff and visitors to the school
- To use appropriate language and avoid causing unnecessary offence
- Refrain from play fighting and not to stand or sit in very large groups in the dining areas or in the playground
- Wear the correct uniform at all times - and have your diary with you as part of your uniform
- Wear protective clothing in classrooms where provided and bring the right kit/provisions for practical subjects (PE/Food Tech etc)
- Use the school's ICT equipment for learning
- Not to wear outdoor coats inside the building (except in the designated areas and times of the year) - if you do, they will be confiscated.

Student Conduct in Lessons

AT THE START OF THE LESSON

1. Prepare for learning by being fully dressed in uniform, calm and orderly
2. Enter the room sensibly and quietly
3. Take out your diary, books and equipment
4. Make sure your bags are safely out of the way
5. Adapt your behaviour and attitude so that you are ready to learn.

DURING THE LESSON

1. Listen carefully to the teacher and follow instructions
2. Always cooperate with others, especially when working in groups. Only speak when the teacher or student has finished speaking
3. Stay in your seat unless you have been asked to move by the teacher. Teachers will use seating plans to support your learning
4. Do not distract other students' learning
5. Exhibit good body language – **FOCUS** –

Follow with my eyes,
On Task,
Concentrate,
Up in my seat,
Silent until called upon

6. You may only leave the room with a note in your diary from the teacher.
- 7.
8. Enter home learning set in your diary even if it is on Show My Homework or Google classroom



9. You should not eat or chew in lessons

Answer questions in full sentences

AT THE END OF LESSON

1. Pack away when asked (not when you hear the bell) and leave the classroom tidy
2. Make sure the area where you have been working is tidy - pick up any litter
3. Leave the room quietly when the teacher tells you and make sure you are on time for your next lesson.
4. Always leave by the appropriate exit/stairwells so as to avoid congestion and lateness

Expectations on visits and the journey to and from school

Pupils are expected to be good representatives of LIS and be a positive part of the local community particularly in the following ways:

- Wear the correct uniform at all times including on the way to and from school
- Under no circumstances act in a way that could bring the school into disrepute
- Always use publicly provided bins for litter or take your litter with you
- Use appropriate language in public and avoid causing unnecessary offence
- Show courtesy and respect to other passengers and staff whilst using public transport
- Remember that whilst you are in school uniform you represent the school so behave accordingly

STUDENTS MUST NOT:

- Use mobile phones on the school grounds or site. If a mobile phone is seen anywhere within the school grounds, it will be confiscated. The phone will only be relinquished to a parent/carer and not until the day after confiscation. All mobile phones need to be handed in in the morning to the appropriate PAL/DPAL
- Wear headphones on the school site - they will be confiscated - please remove them before entering the school site. At the end of the day put them on outside the school grounds
- Walk away from staff as they are talking to them as it would lead to a school sanction
- Ride their bicycles on the school grounds
- Bring glass bottles, spray cans, large sums of money, jewellery, chewing gum, energy drinks or caffeinated drinks or cigarettes into school
- Eat or drink in the school buildings apart from the designated areas
- Bring in sweets and sugary/caffeinated drinks - these will be confiscated
- Chew gum anywhere on the school premises
- Fight, intimidate or bully others
- Use unacceptable language, e.g. swearing, racist, homophobic or sexist comments
- Smoke – it is **NOT** allowed



Payment for damage to equipment and assets

Little Ilford School prides itself on providing the best quality environment in which learning and teaching can flourish. Any student/s found to be carelessly or wilfully damaging school equipment or assets will be asked to pay for the damage/repair. The School Business Manager will contact you to provide you with specific information on the incident in question.

After School Detentions

After school detentions are a sanction held by teaching and pastoral staff on a daily basis and are part of our behaviour policy. Students are asked to reflect on their behaviour and learn from their mistakes during a detention. Staff must set appropriate work for students to complete during a detention. However on occasions they can demand for students to sit in silence or copy out the School Behaviour policy or lines.

During a detention students must:

- Work in silence - work will be provided if necessary
- Not read for pleasure
- Follow all instructions and not disturb other students in detention

The duration of a detention depends on the severity of the behaviour incident. However low level incidents follow the protocol below:

1st offence up to 20 minute detention by teacher (Parent not informed)

2nd offence up to 30 minute detention by teacher (Parent informed)

3rd offence 1 hour detention by CTL (Parent informed)

4th offence 2 hour Headteacher's detention (Parent informed)

Saturday detention - from 9.00 - 11.00 am in full school uniform (Parent informed) for serious or persistent offences.

Students who are repeat offenders in two or more subjects may also have pastoral detentions and their progress will be reviewed by the pastoral team over a 6 week period or time frame seen as appropriate.

Reports - some students are placed on report by their tutor; CTL; DPAL/PAL and SLT LM to monitor and help modify their behaviour and improve progress.

Staff also reserve the right to refer students to other forms of sanctions as outlined in our behaviour policy such as restorative justice, reflection room or even a fixed term exclusion.

Students in the Reflection room or the Lunchtime Remove room are only allowed a sandwich, drink and a piece of fruit, not a full meal.



Other Consequences

Mediation

Referral to Student Council to be set targets

Community Service e.g. litter picking; clearing the dining hall or delivering assemblies etc.

Internal Exclusion (Reflection room)

Fixed Term Exclusion (FTE) (See Exclusions Policy for more detail)

Permanent Exclusion (PX) (See Exclusions Policy for more detail)

In accordance with national guidelines students may be **permanently excluded** from Little Ilford School if they are involved in incidents within the following categories;

- sale, distribution, possession or use of drugs or any other illegal substances on premises
- violence, aggression or sexual abuse/harassment towards students, staff, parents or members of the public (including extreme use of the internet to harass or intimidate)
- bringing a weapon onto LIS premises
- being in possession of a weapon on LIS premises. (The definition of weapon in this instance includes penknives, laser pens, or any object brought onto the site or carried on site which could cause harm or injury to another person or an object that is amended to use/cause harm)
- persistent disruptive behaviour where, despite intervention, poor behaviour continues
- acts which endanger the health and safety of the school community or the surrounding area
- acts which bring the school into significant disrepute within the community

A permanent exclusion can only be sanctioned by the Headteacher (or delegated person in the Headteacher's absence).

Managed Move

The Headteacher may use a Managed Move as an alternative to a permanent exclusion, in accordance with Newham policy, where the student commits a misdemeanour that falls within the permanent exclusion categories above but has a good behaviour record. However, some incidents may be deemed too serious for this sanction and may lead to a permanent exclusion automatically. In the event of a Managed Move the student is transferred to another school within the borough for a fresh start but without the stigma of a permanent exclusion. It



is important to note that the alternative school has to agree to place the student on roll. A fixed term exclusion may be used to bridge the gap between the student's departure from Little Ilford and the start in the new school so that interviews with parents etc. can be arranged.

Headteacher's Direction

A student may be referred to an alternative provision without the permission of parents/guardians in order to improve student behaviour - see Exclusions policy

Students' belongings and uniform will be periodically checked (according to a strategic timetable) to ensure that no pupil brings, or is in possession of, an illegal substance or an item that could cause harm to staff or students.

Review June 2019

ADDENDUM: COVID-19

1. Scope and definitions

This addendum applies during the period of school closure due to COVID-19 and the school's re-opening, and reflects updated advice from Newham local authority (LA) and the Department for Education (DfE).

It sets out changes to our normal Behaviour for Learning policy in light of the Department for Education's guidance. Unless covered here, our normal Behaviour for Learning policy continues to apply.

There will be some changes to our behaviour policy in order to address the requirement of social distancing and keep the community safe whilst being sympathetic to individual circumstances. These work in conjunction with our risk assessment but may need to be amended as advice and guidance changes:

- A focus on **praise**, using examples of students' work completed both on and off site
- A focus on **nurture** and **support** for students via online and in school resources
- A focus on mental and physical well being of all stakeholders

Before School:

- Students will enter the school through nominated gates/entrance at staggered start times
- Students do not gather in groups
- Students need to wear uniform but do not need to wear a tie or blazer. Children who are in school daily as part of the vulnerable group or children of key workers do not need to wear uniform due to the need to clean their clothes.



- Students use hand sanitiser and need to follow the handwashing guidelines as explained by the school
- Students line up - socially distanced in playground in the MUGA

Start of school

- Students will NOT be handing in phones - but if a phone is seen or heard to go off (text/call anywhere in the school grounds) then the phone will be confiscated - refusal to hand over the phone will result in a fixed term exclusion
- Teachers meet and greet students on the playground lines
- Teachers lead students in single file up to their classrooms in silence

During Lessons

- Students must sit in their designated teaching space
- Students must bring their own equipment and not ask to borrow
- Students are not to change seats or to move around the classroom unless asked to by the classroom teacher
- Students should not touch anything in school when walking to the classroom/playground

During Break

- Students will be allowed a 20 minute break during which they will stay in the classroom but will be allowed to go and use the toilet

After school

- Teachers will escort students on a staggered basis - going down the same way they came into the building
- Students will be accompanied through the designated stairwell, corridors and exits, will line up outside their exit and will be dismissed, one by one
- Students are NOT to congregate outside the school gates or to wait in groups but to go home as quickly as possible

In case of a Fire and emergency procedures:

- Children and staff must exit the building, as quickly as possible and observe social distancing when lining up outside and leaving the classrooms
- Staff must follow the fire evacuation routes and signage.
- Normal fire evacuation procedures will be followed - exit as quickly as possible from the nearest safe exit into the MUGA. Once in the MUGA social distancing will be observed. *Fire emergencies and medical emergencies are the only two exceptions to social distancing.*



Sanctions

- Refusal to follow instructions will lead to a range of sanctions:
 - Logging on SIMs under Covid behaviour
 - Fixed Term Exclusion (Sent home on grounds of health and safety)

New behaviour types:

- Persistently not following social distancing expectations
- Persistently shouting
- Throwing of masks/gloves at others/general misuse of masks/gloves
- 'Purposeful' coughing on another student/staff
- Joking about serious matters in relation to the disease (e.g. feigning symptoms etc.)
- Spitting
- For some behaviour types the sanction might be dealt with more severely such as the 'infringement' of personal space