



Pioneer House
HIGH SCHOOL

PROMOTING GOOD BEHAVIOUR POLICY



Promoting Good Behaviour Policy

Rationale

At Pioneer House High School, we stress the positive achievements of students and value the contributions that all pupils make to the life of their School. Good discipline is an essential prerequisite for good learning. No matter the extent or nature of challenging behaviour, it is a barrier to learning and teaching for the individual concerned and for their peers. We believe that each child has a right to the best education which can be provided in a partnership between their school, parents and the community. We therefore aim, through strong, consistent and fair management of pupil behaviour, to establish a happy, secure and purposeful environment in which each child may develop his or her full potential. A key factor in achieving this good learning environment is ensuring that all students are given the support to develop appropriate behaviour for learning. Every child is therefore asked to conform to a code of conduct in school and parents are kept closely informed so that they can support the systems in use. This policy is based on promoting the use of praise and the celebration of good behaviour.

Core Values

At Pioneer House we hold a set of core values which guide and drive the work of the school. These are outlined below:

Community

- We value community.
- We look after our school so that everyone has a happy time here.
- We recognise the importance of contributing to the wider community for the benefit of all.
- We work together and collaborate to make our community stronger.

Diversity

- We value diversity.
- We embrace our differences, recognising the contribution which is made by each member of our community.
- We know that we each have different needs and that we can work together to ensure that all our needs are met.

Growing and Developing

- Pioneer House is a dynamic school that embraces the value of change, challenge, development and improvement.
- We know that we can take calculated risks to forge new ways forward.
- We recognise that we may not always succeed straight away but we have the resilience to keep trying, even when things are difficult.

Independence and Autonomy

- We value independence and understand the sense of achievement that it brings.
- We aim for students to develop the skills to be as independent as possible in adult life.
- We strive to strengthen the voice of all members of our community.

Learning

- We are a learning community and we celebrate our successes.
- We value learning and recognise that each learner moves forward from their own starting point at their own pace.
- We work hard to make sure that our school is a happy and positive place to learn.

Wellbeing

- We value the wellbeing of all members of our community.
- We respect one another.
- We strive to make sure that our school is a place where people feel safe and valued.
- We support all members of our community to enjoy success and achievement.

Work

- We value work and making a positive contribution.
- We know that work can make a difference to our lives.
- We work hard to ensure that all members of the community enjoy the success of an effective contribution.

We recognise that *all* individuals within the school community share responsibility for the well-being of *all* members of the community.

Aiming for Positive Behaviour for Learning

- We aim to put the emphasis on praise and reward for good behaviour. By praising and rewarding acceptable behaviour, such behaviour may then become the norm. We will avoid, where possible, giving attention to negative behaviour.
- We aim to involve staff and pupils in determining school and classroom rules.
- We aim to involve parents in supporting the development of a whole school approach to promoting personal behaviour.
- We aim to encourage all children to realise that they each have a part to play in the life of the school.
- We aim to foster a positive attitude to learning in pupils by recognising and regularly rewarding good work, good attitudes and behaviour.
- We aim to encourage excellence in pupils' performance and behaviour by praising pupil achievement and attainment in all their experiences.
- We aim to give pupils a clear but concise statement of rewards and sanctions related to their behaviour and effort.
- We aim to encourage staff to adopt a consistent approach to classroom management.
- We aim to secure the orderly atmosphere necessary for effective teaching and learning to take place.

Each pupil has an Education, Health and Care Plan (EHCP) based on the assessment of his or her individual need. Effective planning ensures that a balance is created between individual and group teaching. Emphasis is given to learning through first-hand and practical experiences, and pupils are given opportunities to solve problems, to investigate and to experience a full range of activities. The diversity of needs within school is sensitively accounted for, and every effort is made to ensure that skills are taught in context using age appropriate materials. Wherever appropriate, pupils are involved in the assessment of their learning and progress. They are invited to comment on their achievements, help plan their own work and set their own targets.

Parent and carers/ Staff partnership

We place a high priority on establishing positive links with parents / carers and encouraging a genuine partnership between home and school which involves parents / carers at all levels of school life.

An 'open door' policy operates and parents / carers are always made welcome. They are able to see the Headteacher or relevant member of staff at any time if they are available, and if not an appointment will be made.

All tutor groups operate a home - school diary which is the basis of daily communication between home and school.

Each pupil's progress is reviewed with parents during the year at the Annual Review (Autumn and Spring Term). Parents / carers are both invited to attend and to contribute to the review. Pupils, as appropriate, attend the review. This review may happen more frequently where appropriate. Parents receive information about their child's progress through a report produced at the end of each term.

Parents / carers are involved in discussing with staff their son's or daughter's individual needs, for example, in identifying suitable rewards or sanctions and in drawing up a consistent behaviour improvement plan if required.

Code of Conduct

Staff, pupils and parents have worked together to produce a code of behaviour which is regularly reviewed by the behaviour support coordinator, behaviour support team, tutors and department staff. All members of the Pioneer house Community aim to be **safe, respectful and ready to learn**.

The following code of conduct is in place for all students:

- Have good manners and be good role models
- Walk in the corridors and go straight to where you need to go
- Look after our school
- Listen well and follow instructions
- Follow "one voice" in the classroom
- Be ready to work and learn
- Ask for help if we need it, give help when we are asked

At Pioneer House High School, we:

- Don't swear
- Don't hurt others
- Don't disrupt others

Some groups may have additional specific behaviour guidelines, as part of the class management strategy for that particular group.

Celebrating and Rewarding Good Behaviour

Rewards are more important than sanctions in our behaviour policy. We believe that good behaviour should be recognised and rewarded. The staff within school agree to:

- Recognise and highlight good behaviour as it occurs
- Ensure that children are praised for behaving well.
- Explain, and importantly demonstrate, the behaviour we wish to see. We will recognise that our behaviour will influence the behaviour of the child.
- Encourage children to be responsible for their own good behaviour.
- Reward individual children and groups for behaving well.
- Let parents and carers know about their children's good behaviour.

Some groups and individual students in school have more formal systems of reward, targeting particular behaviours by allowing the student to gather points for good behaviour which count towards a specified reward.

Sanctions are decided on an individual basis according to the needs and understanding of the students involved and may include:

- A quiet word from the teacher in private, sterner words to show displeasure.
- For a child to work apart from their group in the classroom for short periods of time.
- Loss of privileges.
- Loss of access to preferred activities (not linked with the curriculum)
- Involvement of senior management and other agencies.
- Where any significant damage occurs students may be asked to carry out some form of 'community service', to create a logical consequence to redress damage as a result of their behaviour.

Parents will always become involved at an early stage if there are concerns about their child's behaviour. When it is considered necessary to use sanctions, they are appropriate to an individual pupil. Knowledge of the child determines the most suitable sanction. Time out is occasionally used as a technique to allow pupils to calm down under close supervision. This technique is only used after consultation with staff concerned, the head teacher and parents.

Stopping Inappropriate Behaviour

Occasionally children may forget about the code for good behaviour. We encourage students to follow the code by:

- reminding pupils about our code.
- noting good behaviour as it occurs.
- dealing positively with inappropriate behaviour in accordance with agreed policy guidelines.

Students will be made aware of the sanctions liable to come into effect should they break the code of conduct or display continual poor behaviour. Most cases of indiscipline will be dealt with without the need for formal sanctions. There is an increasing scale of sanctions available to the school including exclusion and expulsion but it is hoped that with the co-operation of parents such sanctions will not be necessary.

The Head teacher, and staff authorised by her, have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item.

Prohibited items are:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that the member of staff reasonably suspects has been, or is likely to be, used:
 - to commit an offence, or
 - to cause personal injury to, or damage to the property of, any person (including the pupil).
- Headteachers and authorised staff can also search for any item banned by the school rules which has been identified in the rules as an item which may be searched for.

The school is developing its use of structured restorative approaches to create an environment where conflicts are recognised and resolved and where relationships are repaired and strengthened. Following a serious incident staff will be offered a debrief meeting with a senior member of staff to discuss the impact of the incident.

Exclusions

Statutory requirements for exclusions are followed. Exclusion is only considered when the safety of other pupils or staff is an issue and will only ever be considered after all other possible avenues have been explored.

Physical Intervention

All staff at Pioneer House are trained in Team Teach (Level 1) which supports staff to respond to behaviours that challenge, whilst promoting and protecting positive relationships. Staff are trained to develop appropriate de-escalation strategies. When necessary and as a last resort staff may use physical intervention in order to keep a pupil or others safe. Physical intervention or positive handling is justified under specific circumstances, when it is required to prevent:

- self-harming
- injury to other pupils, staff or teachers
- damage to property
- an offence being committed
- in school settings, any behaviour prejudicial to the maintenance of good order and discipline within the school or among any of its pupils.

If it becomes necessary to use physical intervention to help a pupil manage their behaviour, minimum reasonable force will be used for the minimum time possible and the incident will be documented. Where this is the first incident of this type parents will be invited into school for a meeting to discuss the incident and further actions, including the production of a behaviour management plan (BMP). All Parents will be contacted on the same day to inform and discuss the incident. Further information is provided in the Positive Handling Policy.

Communication

We recognise the importance of establishing effective communication links in School between all adults who are involved in working with our pupils. This includes bus escorts, lunchtime organisers, visiting specialist teachers, office staff, medical staff, drivers, cleaners, the kitchen staff and caretaker as well as all classroom staff. Tutors have a responsibility to ensure that information regarding behaviour for learning is communicated to all relevant staff; the tutor will act as a reference point for staff if they are unsure about how to employ the behaviour and discipline policy with a particular pupil.

Behaviour management and improvement plans

Where a student has an ongoing difficulty in establishing or maintaining appropriate behaviour for learning a behaviour management plan (BMP) will be produced which outlines the difficulties that the student encounters and the support strategies which staff will employ to manage their behaviour. BMP's will be produced by class tutors in conjunction with their teams, with specialist input from the Behaviour Support Team. Behaviour improvement plans (BIP's) are produced for all students who are subject to a BMP. This document outlines the strategies that are implemented by the school in order to effect positive behaviour change. BMP's will be reviewed at least annually, with BIP's being reviewed on a termly basis.

Recording Procedures

Observation of pupils' behaviour and recording of significant features is a strategy used in School. If pupils are presenting difficult or challenging behaviours, detailed records are kept of any incidents using the IRIS system. An accident Book is kept (in the Office) recording any incident involving staff or pupils which results in a physical injury.

All serious incidents (those incidents involving physical intervention, use of the Calm Room or Safe Space by a student in crisis, or physical assault) must be recorded in the appropriate section on IRIS to safeguard both staff and pupils. Serious incidents are signed off by a senior member of staff.

All records of incidents will be regularly reviewed (and where necessary archived) by a member of SLT or the Behaviour Support Team. They shall be responsible for working with class teams to plan any action that may arise from such reviews of incidents.

Following any serious incidents staff will have a debrief meeting with a senior member of staff and a record will be kept as part of the report on IRIS.

A record is kept about any concerns relating to individual children in terms of Safeguarding and Child Protection Procedures, as part of the school's Safeguarding function, in CPOMS.



Home School Agreement: Upper School

School

The School will:

- Welcome, value and support our pupils through school and as they make the transition to the world beyond school.
- Provide an environment, a curriculum and opportunities which enable pupils to maximise their potential, with particular focus on preparation for adult life.
- Expect and reward high standards of conduct, effort, and attendance – attributes which will be important in the world beyond school.
- Care for the wellbeing and safety of pupils by adhering to school policies, including those on bullying and safeguarding.
- Be open and welcoming to all parents and carers, encouraging them to be involved in the life of the school, regularly informing them about school matters and the progress of their children.
- Involve those agencies which can support pupils and their parents throughout their school life, the transition to training, further education and to the world of work.

School Signature..... **Date**

Parents/Guardians

I will try my best to:

- Ensure that my child attends school each day on time when fit to do so.
- Ensure that my child is wearing clothing which meets the uniform requirements each day.
- Provide Physical Education kit and all other necessary equipment.
- Communicate with school directly before 9am when my child is absent for any reason.
- Support the school's code of conduct and implementation of rules both in and out of school, such as at work experience and extra-curricular activities.
- Support my child in home learning as well as in tasks in the community, working with school to achieve the targets agreed at the annual EHC Review.
- Communicate with school any problems or concerns that may affect my child's work or behaviour.
- Attend relevant meetings such as EHC reviews.
- Ensure that I can be contacted at all times during the school day.

Parent Signature..... **Date**

Students

I will try my best to:

- Attend school every day and always be on time.
- Follow the school rules and code of conduct.
- Attend school wearing clothing which meets the uniform requirements each day.
- Remove headphones before entering school and hand my phone in at the start of the day.
- Follow staff instructions first time, every time.
- Treat others as I would like to be treated, being respectful even in the face of adversity.
- Complete all work to the best of my ability.
- Let an adult know if I have any problems or worries.
- Take my home school diary and other messages home in a timely manner.

Student Signature..... **Date**



Home School Agreement: Code of Conduct

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- Follow “one voice” in the classroom
- Be ready to work and learn
- Ask for help if we need it, give help when we are asked

At Pioneer House High School, we:

- Don't swear
- Don't hurt others
- Don't disrupt others

I have read, understood and agree to follow the code of conduct:

Student Signature..... **Date**



Home School Agreement: Lower School

School

The School will:

- Welcome, value and support our pupils through school and as they make the transition to the world beyond school.
- Provide an environment, a curriculum and opportunities which enable pupils to maximise their potential, with particular focus on preparation for adult life.
- Expect and reward high standards of conduct, effort, and attendance – attributes which will be important in the world beyond school.
- Care for the wellbeing and safety of pupils by adhering to school policies, including those on bullying and safeguarding.
- Be open and welcoming to all parents and carers, encouraging them to be involved in the life of the school, regularly informing them about school matters and the progress of their children.
- Involve those agencies which can support pupils and their parents throughout their school life, the transition to training, further education and to the world of work.

School Signature..... **Date**

Parents/Guardians

I will try my best to:

- Ensure that my child attends school each day on time when fit to do so.
- Ensure that my child is wearing clothing which meets the uniform requirements each day.
- Provide Physical Education kit and all other necessary equipment.
- Communicate with school directly before 9am when my child is absent for any reason.
- Support the school's code of conduct and implementation of rules both in and out of school, such as at work experience and extra-curricular activities.
- Support my child in home learning as well as in tasks in the community, working with school to achieve the targets agreed at the annual EHC Review.
- Communicate with school any problems or concerns that may affect my child's work or behaviour.
- Attend relevant meetings such as EHC reviews.
- Ensure that I can be contacted at all times during the school day.

Parent Signature..... **Date**

Students

I will try my best to:

- Attend school every day and always be on time.
- Follow the school rules and code of conduct.
- Attend school wearing uniform every day.
- Always hand my phone in as soon as I get to class.
- Follow all staff instructions.
- Treat everyone with respect.
- Always try my best in lessons.
- Let an adult know if I have any problems or worries.
- Take my home school diary and other messages home each day.

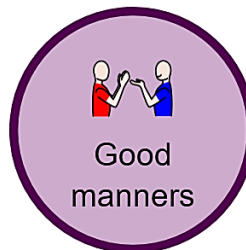
Student Signature..... **Date**



Home School Agreement – Code of Conduct

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The following code of conduct is in place for all students:



At Pioneer House High School, we:

- Don't swear
- Don't hurt others
- Don't disrupt others

I have read, understood and agree to follow the code of conduct:

Student Signature..... Date

REFERENCE DOCUMENTS

- DfES 2002 – Guidance on the use of restrictive physical interventions for staff working with children and adults who display extreme behaviour in association with learning disability and/or autistic spectrum disorders.
- DCSF 2007 - School discipline and pupil-behaviour policies: guidance for schools
- DfE 2012 – Behaviour & Discipline in Schools – *a guide for head teachers and school staff*
- DfE 2012 – Behaviour & Discipline in Schools – *Guidance for Governing Bodies*
- DfE 2012 – Use of Reasonable Force – *Advice for head teachers, staff and governing bodies*
- DfE 2016 – Behaviour and Discipline in Schools - *Advice for head teachers and school staff*
- DfE 2018- Searching, screening and confiscation: *Advice for head teachers, school staff and governing bodies*

Policy Information and Review

Policy review dates (frequency of review: every 3 years)

Date	Changes made	By whom
April 2016	Policy updated for Pioneer House and renamed	Wendy Godfrey
September 2018	Policy updated to reflect School specific core values and code of conduct	Wendy Godfrey
January 2019	Policy updated to include advice on searching, screening and confiscation	Wendy Godfrey
June 2020	Policy Updated to include Code of Conduct and Home School Agreement	Adele Cox

Ratification by Governing Body

Academic year	Date of ratification / review	Signed on behalf of Governors