



9a. School Behaviour Policy

Owner:	JRC
Approved by:	SLT
Policy is available from:	Website and intranet
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Linked documents:	

School Behaviour Policy

Introduction

Rye St Antony believes in a holistic approach to educating the young people in its care. It aims to establish an expectation of high standards amongst its members with regard to habits of work and behaviour, mutual support and courtesy displayed to one another and to members of the wider community.

Our emphasis at Rye St Antony is to recognise and celebrate effort and success, so all pupils feel valued. We teach pupils to take responsibility for their own actions and to accept the consequences of their choices whilst viewing them as a learning and growth experience. The school will not tolerate bullying and behaviours that seek to intimidate or threaten other pupils and staff (see Anti-bullying policy)

Rye St Antony has a Code of Conduct which outlines the behaviour expected of all pupils (see Appendix 1). This is not a long list of rules but rather a set of expectations. This approach reflects the school's belief that all pupils should take responsibility for their own actions and reinforces the importance of mutual respect and tolerance.

Roles and responsibilities

Pupils are expected to behave well at all times. They will respect one another and show due consideration for the whole school community as well as those who live in and around Headington. Pupils should understand and appreciate that bullying, unkindness and other forms of anti-social behaviour is wrong and will not be tolerated; including any discriminatory behaviour towards minority groups.

Pupils will arrive to lessons on time, correctly dressed and with the right equipment. Any absences from lessons must be explained. It is understood that there will be variations in staff acceptance and tolerance of pupil behaviour in class, depending on the nature of the class and content of the lesson. However, any behaviour which does not allow constructive teaching and learning is totally unacceptable and teachers have a duty to manage such ill-discipline.

Pupils are expected to work hard at all times, contributing positively to their lessons and completing written assignments on time. Poor quality or late work is not acceptable.

All teachers are expected to encourage good behaviour and respect for others. Teachers should actively prevent all forms of bullying, unkindness and intolerance by pupils and ensure that the standards of behaviour are maintained at all times.

Well-planned, interesting and challenging lessons make a major contribution to good discipline. Heads of Department are responsible for making sure that programmes of study and methodology used in their department are well thought out and of a consistently high standard. The Heads of Department are also responsible for supporting newly appointed staff and teachers beginning their teaching career.

In accordance with the Teaching Standards, all teachers are expected to maintain the highest level of professional behaviour at all times.

The Head and Senior Leadership Team (SLT) are responsible for reviewing and approving this behaviour policy and implementing it in the school. The Head and SLT will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

Parental support and co-operation with promoting good behaviour forms part of the parental contract with the school. Parents are expected to encourage their children to be independent and self-disciplined. To enable the school to manage the behaviour of its pupils, parents are requested to inform the school of any change in circumstances that might affect their child's behaviour.

Rewards

Rye St Antony aims to promote good behaviour, self-discipline and respect for others through a system of rewards and sanctions. Pupils are encouraged to adopt a positive attitude and approach towards their learning. They should take pride in their work and gain intrinsic reward from their achievements.

Teachers will have their own way of encouraging and rewarding good behaviour. Making time to recognise an individual will go a long way in promoting good behaviour. Teachers should not underestimate the power of a face-to-face conversation.

There are also a number of extrinsic rewards, which include House Points, Praise Postcards and other celebrations of achievement.

House Points

House Points are given by staff at both departmental and whole school level (in written, or stamp form). Pupils typically receive House Points for the following:

- Excellent work
- Excellent effort
- Excellent behaviour

Pupils can qualify for a Bronze (50), Silver (75), Gold (100) or Platinum (200) certificate after gaining the requisite number of House points. These are awarded in class.

Prep School Form Tutors will also select a 'Star of the Week' in each class and this pupil will receive a certificate in assembly on the Friday.

All pupils in the Prep School can also be sent to the Head of Prep to receive a **Head Teacher Award** for any work or actions the class teacher deems exceptional/motivational. This can be an academic, social or personal achievement. Head Teacher awards are worth 10 house points.

A number of other department-based rewards are also awarded for excellent work/effort. These complement the School's overarching rewards system.

Colours are awarded by the Music and PE Departments for specific outstanding contributions and achievements in those areas. These colours are awarded at special assemblies usually at the end of term.

House Points are also awarded by Heads of House for the contribution pupils make to the work of the House, including participation and success in competitions, helpfulness and leadership.

Prize Giving is an opportunity to formally recognise and reward outstanding achievements. It is a highlight of the School year; all senior pupils and their parents are invited to attend to celebrate their achievement and mark the end of school year. Prizes are also awarded to pupils for their achievements in subjects, for sport and for their contributions to the life of the School. Prize Giving is held at the end of the Trinity Term.

Prep School Prize Giving is an opportunity to recognise academic achievement, academic progress and contribution to school life in a variety of arenas (Sport, Music, Drama, Art, DT, helpfulness and courtesy) for pupils throughout the Prep School. It takes place at the end of the Trinity Term.

Managing poor behaviour

Teachers should immediately address poor behaviour and/or work; it is important not to detach events from their consequences when dealing with trivial matters. When managing poor behaviour, teachers are expected to make reasonable adjustments, as outlined in the Equality Act 2010.

In most cases, poor behaviour can be managed by the simple expression of disapproval or requesting a piece of work to be repeated to the required standard.

Rye St Antony will not accept the following examples of poor behaviour:

- Unkindness or bullying towards others
- Disruptive, anti-social or rude behaviour
- Lack of respect for others or their property
- Racist, sexist or homophobic comments
- Inappropriate use of mobile devices or social media; especially when it is hurtful to others
- Vandalism
- Acts of aggression or intimidation
- Lateness to registration or lessons
- Failure to meet prep deadlines
- Producing poor quality work
- Failure to bring the correct books and equipment to lessons
- Preventing others from learning

Along with sanctions, pupils will be supported to promote good and positive behaviour by their Form Tutor, Head of House and teachers. The School will also engage with the relevant outside agency (eg CAMHS) when a pupil requires specialist intervention.

Sanctions

In line with guidance from the Department of Education, any sanction imposed in response to poor behaviour will be proportionate and reasonable, taking into account the pupil's age, and any SEN or religious requirements. Corporal punishment is illegal and prohibited at Rye; this includes staff acting *in loco parentis*.

With the exception of the routine management of pupil behaviour, which forms the daily part of school life, parents should expect to be kept informed when their child's behaviour has fallen short of the high standard expected at Rye St Antony.

Rye St Antony aims to encourage good behaviour through a mixture of high expectations, clear policies and an ethos which fosters and rewards self-discipline and mutual respect between pupils and between staff and pupils.

The School has a range of sanctions which can be used in response to poor behaviour. These will be implemented consistently and fairly. Such sanctions include:

- Verbal reprimand
- Extra work or repeating unsatisfactory work
- Loss of free time eg break time
- Detention, including lunch time or after school
- School-based community service or imposition of a task such as picking up litter, tidying a classroom or helping clear-up the dining hall after meal times.
- Regular reporting, including early morning reporting, scheduled uniform and other checks or being placed on a reporting card for behaviour or work monitoring.
- In more extreme cases, pupils may be temporarily or permanently excluded from the school (see Exclusion Policy).

Sanctions will be implemented in an age-appropriate way.

There are a number of incidences where a fixed sanction applies. Any pupil found with alcohol or cigarettes (including vapes) on site will be temporarily suspended from school for 48 hours. Parents should expect their child to be permanently excluded should their child bring illegal substances onto the premises.

Confiscation of inappropriate items

Schools have the legal power to search pupils, without their consent, and confiscate prohibited items which include:

Knives and weapons

Alcohol

Illegal drugs, which includes so-called 'legal highs'

Stolen items

Tobacco and cigarette papers

Fireworks

Pornographic images

Any article that has been or is likely to be used to commit an offence, cause personal injury and damage to property

The School is required to hand-in, to the police, any weapons and knives, extreme or child pornography confiscated. The police will also be informed if illegal drugs are found in a pupil's possession. Further information on searching pupils can be found in the School's Search and Confiscation policy.

Powers to use reasonable force

Members of staff have the legal power to use reasonable force to prevent pupils committing an offence, injury themselves or others, or damaging property and to maintain good order and discipline in the classroom (see Reasonable Force and Restraint policy).

The Head and members of the SLT may also use such force as is reasonable when conducting a search, without consent, for an inappropriate item (see above)

Teacher Action for behaviour concerns

Stage One

It is the responsibility of subject teachers to deal with minor incidents which occur in the classroom. Pupils should be given an opportunity to accept responsibility for their behaviour and modify it. A system of 'strikes' is also used in Boarding.

For example:

- Low level disruption
- Calling out
- Chewing gum
- Use of mobile phone
- Not following instructions
- Incomplete work
- Lack of equipment
- Not bringing in prep

Step 1: Teacher Action	Step 2: 'Strike'	Step 3: Sanction
<ul style="list-style-type: none"> ➤ Reminder of expected behaviour ➤ Verbal reprimand ➤ Short cooling off period outside the classroom (5 minutes max) ➤ Moving seat ➤ Confiscation of an item e.g. phone ➤ Agreed deadline for work completion 	<ul style="list-style-type: none"> ➤ Should behaviour not change, pupil will receive a 'strike'. This should be entered on the Behaviour Tracker, with date and staff initials. 	<ul style="list-style-type: none"> ➤ Should this be the 2nd strike, teacher arranges a 20 minute detention ➤ Teacher will email Director of Pupils and Form Tutor with this sanction; Director of Pupils will email home. ➤ Should this be the 3rd strike, SLT will arrange a detention ➤ Teacher will email Form tutor, Director of Pupils

		<p>and SLT. Deputy Head Pastoral will email home.</p> <ul style="list-style-type: none"> ➤ These actions will be recorded on the Behaviour Tracker
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The Behaviour Tracker is reset at the start of each Half Term

Stage Two

Persistent incidents, or incidents of medium severity	Consequences
<ul style="list-style-type: none"> ➤ Director of Pupils and SLT monitor Behaviour Tracker to identify persistency of minor incidents (above) ➤ repeated difficulties with work as reported by staff in departmental meetings ➤ Rudeness or being disrespectful to staff ➤ Verbally offensive behaviour to another student ➤ Failure to adjust behaviour or respond to actions in Stage One. 	<ul style="list-style-type: none"> ➤ Organisational/behaviour tracker ➤ Teacher meets with the student to discuss the issue ➤ Contact with parents by phone or email (cc in relevant member of staff) ➤ Form tutor to be informed of the situation by Director of Pupils/HoD. ➤ Director of Pupils/SLT will log on SLT Sanctions Log and MyConcern ➤ If pastoral issue, meeting with Director of Pupils or Deputy Head Pastoral and pupil ➤ If academic issue, meeting with HoD or Deputy Head Academic ➤ Removal of privileges (e.g not representing the school, not attend clubs) ➤ half day internal exclusion

Stage Three

Serious incidents are dealt with by the Director of Pupils and SLT

Serious Incidents	Consequences
<ul style="list-style-type: none"> ➤ Truancy from schools and lessons ➤ Extreme rudeness to staff including swearing ➤ Offensive behaviour ➤ Wilful act of physical contact ➤ Smoking/drugs/alcohol ➤ Refusal to comply with other consequences ➤ Theft ➤ Bullying ➤ Refusal to follow school rules 	<ul style="list-style-type: none"> ➤ Meeting parents/guardians in school ➤ SLT detention ➤ time out of school for reflection (in discussion with the Head/SLT) ➤ internal/external exclusion ➤ referral to outside agencies/CAMHS/TAF where appropriate <p>This will be logged on the SLT Sanctions Log tracker and MyConcern</p>