



## KIMICHI SCHOOL BEHAVIOUR POLICY

### Houses:

- Osbourne (Ozzy – Black Sabbath) (purple)
- Elgar (Edward – Classical) (yellow)
- Downan (Andrew Downes – composer b. 1950) (flame)
- Hamilton (Andy – b. Jamaica 1918 jazz sax) (red)

### School stages

Junior: Upper 3, Lower 4.

Intermediate: Upper 4, Lower 5, Upper 5.

Senior: Lower 6, Upper 6.

### Rewards and Sanctions

The school has a clear set of rewards and sanctions that are communicated to staff, students and parents through the staff and student planners, as well as posters displayed prominently throughout the school.

### Expectations and Involvement of Staff

All staff are expected, by example, to encourage good behaviour and respect for others in students, and to apply all rewards and sanctions fairly and consistently. Overall responsibility for behaviour lies with the Headteacher and Form teachers.

Staff input to policy is encouraged and welcomed through formal and informal conversation with the Headteacher, through written response to communications and consultations in the weekly council meeting and through the termly meetings of Academic & Vocational Staff.

### Expectations and Involvement of Students

Students are expected to conform to all the school expectations and rules and to involve themselves fully in all aspects of school life. Good work and behaviour is recognised through the school rewards systems. Failure to conform to school rules and expectations will result in sanctions being imposed.

Student input to the school behaviour policy is encouraged through pupil consultation with the school council who are responsible for representing not just their own views, but also those of students in the year group to which they are attached. The school council has the power to discipline students if necessary, up to and including suspension, and help formulate school rules to be adopted by the whole school. As such, members are expected to understand and respect their responsibilities. Student questionnaires are to be used to seek student opinion and encourage input into school policy.

### Expectations and Involvement of Parents

Parents will be involved in discipline issues as appropriate. They may be informed of a problem or sanction by letter, email or by phone. In more serious situations, parents will be required to come in to the school to meet with the Headteacher and / or school council.

Parental views on school policy will be sought through regular Parents' Newsletters and through individual discussion with parents. Parent questionnaires are to be used to seek

parental opinions on this, and other aspects, of the school. Parents views are always welcome under the Kimichi scheme of 'in it together'.

### Equal Opportunities

All rewards and sanctions will be applied fairly and consistently and in accordance with the school's Equal Opportunities Policy. Where misbehaviour is related to a mental or physical disability, reasonable adjustment will be made in dealing with the student concerned.

### Rewards:

The school believes in individual encouragement through the use of certificates, shields and cups, but encourages pupils to work towards a common goal, ie. house points for house rewards at the end of the year.

Can be given for excellent;

Work, Behaviour, Helpfulness, Community Spirit (eg. picking up rubbish, helping with books, clearing up etc.), Musicianship.

House points to be marked in individual journal and marked on the register.

Five points or more in one day, pupil receives a gold star marked in journal that adds an extra five house points plus a commendation slip/praise letter to take home/placed on school record.

Four or more gold stars in one week, pupil receives a Headteachers merit certificate (recorded), plus the chance to win the merit cup given every term.

Other rewards may be given at staff's discretion (such as choosing the changeover music, small prize etc.)

Full and half sashes for girls and tie pins for boys will be awarded for excellence in sport and music at any point in the term, and handed out at the end of term assembly at staff discretion. These are as follows;

Full purple: all round excellence in musicianship

Half purple (purple/white): excellence in pupil's chosen instrument/s

Full red: deportment and community spirit

Half red (red/white): deportment and community spirit

Full yellow: team sports

Half yellow (yellow/white): team sports

Full (dark) green: individual sports

Half green (green/white): individual sports

A merit cup will be given at the end of each term for the pupil in each stage that has gained the most house points/gold stars.

School certificates will be given at the end of each term to students to be recognised for Effort / Progress and for Achievement in each academic and vocational subject in each school stage.

School cups or shields will be given at the end of the academic year to students to be recognised for Effort / Progress and for Achievement in each academic and vocational subject. A variety of other certificates and shields are also awarded, mainly to senior or sixth form leavers, for outstanding effort / progress or achievement in academic or vocational areas and for Service to the School.

The house with the most points at the end of the academic year will be offered a choice of whole house prizes that may include a trip somewhere. The house will be allowed to vote on the prize that they wish to share.

#### Consequences:

Pupils must abide by the laws of the school. The school council will discuss, decide and vote on all rules of the school, but there are 4 laws of the school that will always apply. These will also be displayed prominently throughout the school.

1. Show respect: earn respect.
2. The school council rules.
3. Be a responsible citizen.
4. Be prepared for school.

For such things as;

Shouting out, answering back, language and other small disturbances;

Simple disturbances in class should be dealt with accordingly:

- verbal warning;
- pupil moved to another seat/isolation desk;
- punishment exercise;
- pupil moved to another classroom/year group;
- detention;
- referred to a senior member of staff;
- excluded from class;

If disruption continues, or escalates, pupil is to be given a strike, (marked in journal and form register).

Three strikes or more in one day, pupils receives a penalty (to be recorded by form teacher)  
Two or more penalties in a week, pupil is reprimanded to school council and expected to prepare a defense for their actions for the next council meeting.

School council is to be made up of heads of year, prefects, head boy/girl and members of staff (to take turn). There should be one member of staff fewer than pupils. Any decisions made by the school council **MUST** be discussed, voted on and documented.

School council reads teachers report (from register), and then hears what pupil has to say, then passes judgement.

School council has the powers to award such things as detention (one hour after school), lunch detention, work (essays, lines), cleaning up. They are not limited to the above, and are encouraged to make the consequence best fit the individual disturbance.

Should the pupil appear before the school council three times or more in any half term, this will necessitate the need of a one hour weekly interview with a member of staff or other qualified adult before school.

Should the pupil appear before the school council five times or more in one term, this will mean a suspension of such time as decreed by the school council up to a week. The pupil will be expected to catch up on any work missed. Only the school council has the power to plead against suspension.

Behaviour policy must also follow;

- The need for consistency among teachers in their use of sanctions and rewards; (This means a lot of time spent in discussion, setting up the system and explaining its rationale and a reduction in teachers' autonomy.)
- regular monitoring of how the system is working, looking at patterns of positive and negative referrals, investigating variation amongst departments or stages and taking steps to ensure consistency;
- avoiding rewards which have a monetary value or which signal that school work is not valued - for example being allowed to arrive late or being excused homework;
- ensuring that praise is genuine and deserved not routine and meaningless;
- keeping the system fresh and meaningful - each year with the arrival of a new set of pupils it needs to be reintroduced.

The following should be noted as statutory:

Any pupils involved in any type of physical altercation will be immediately suspended, and, subject to school council discipline, runs the risk of being permanently excluded.

The following appendices are included in the behaviour & exclusions policy. The inclusion of these appendices should not be taken as an indication that any of these are areas, or have been, of significant concern at Kimichi.

#### Appendix 1

##### Policy on Physical Contact with Pupils and 'Reasonable Force'

The school adopts the guidelines set out in the Department for Education (DfE) document

'Use of Reasonable Force – Advice for head teachers, staff and governing bodies'. This document can be downloaded from the DfE website [www.education.gov.uk](http://www.education.gov.uk)

Physical force is never used as a means of punishment at Kimichi.

However, there are occasions in which physical contact with a student is proper and necessary. Examples include:

- When demonstrating an exercise or technique in dance or drama classes
- When administering First Aid
- When comforting a distressed student

- When congratulating or praising a student

In addition, the law empowers those working in schools to use 'reasonable force' when this is deemed necessary. 'Reasonable force can be used to either control or restrain. At Kimichi, this would only ever be used as a last resort and in the very unlikely circumstances that it was necessary to restrain or control a student in order to prevent them from hurting themselves or others, from damaging property or from causing disorder. Additional guidance for staff is contained in the staff handbook.

## Appendix 2

### Policy on Screening, Searching and Confiscation

The school adopts the guidelines set out in the Department for Education (DfE) document 'Screening, Searching and Confiscation – Advice for head teachers, staff and governing bodies'. This document can be downloaded from the DfE website [www.education.gov.uk](http://www.education.gov.uk). Screening is not used at Kimichi.

The Headteacher and any staff authorised by them, would use the statutory power to search students or their possessions, without consent, if the school suspected the student had certain prohibited items. The items that can be searched for under this statutory power are knives or weapons, alcohol, illegal drugs and stolen items.

School staff can search a student and their possessions, with consent, for any other items banned under the Kimichi school rules.

Any search would be carried out in accordance with DfE guidance and the schools Restraint Policy.

School staff can confiscate any banned or prohibited item found as a result of a search which they consider harmful or detrimental to school discipline. Confiscated items will be dealt with in accordance with DfE guidance.

This policy agreed on (date) 29<sup>th</sup> July 2014

By (name) Kirstie Berry

(position) Chair of Governors

Review date 29<sup>th</sup> July 2015