Consequences

Behaviour for Learning
Policy & Guidance

<table>
<thead>
<tr>
<th>This document was last reviewed:</th>
<th>July 2019</th>
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<tbody>
<tr>
<td>Interim Review:</td>
<td>Jan 2019</td>
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<tr>
<td>This document is due for review:</td>
<td>July 2020</td>
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**Behaviour for Learning Policy (BfL)**

The primary aim of this policy is to ensure that all students are able to work without disruption and all members of the school community are treated with respect.

**Expectations**

We want students to feel safe, comfortable and confident enough to take responsibility for their learning. This means that we have certain expectations of them during lessons, outside the classroom and in the community.

<table>
<thead>
<tr>
<th>Student Expectations</th>
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<tbody>
<tr>
<td><strong>At the start of the school day</strong></td>
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<tr>
<td>Students should:</td>
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<tr>
<td>• Be dressed in full school uniform, including correct school shoes and any non-uniform items removed, including coats, scarves, hats and sweatshirts.</td>
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<tr>
<td>• On entering the school site, ensure mobile phones are switched off and any headphones are removed. These items must be placed out of sight for the duration of the school day.</td>
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<td>• Make sure they have all the equipment and other materials they need for the lesson.</td>
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<tr>
<td>• Complete all homework tasks set to the best of their ability and bring to school before the deadline.</td>
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<tr>
<td><strong>At the start of the lesson</strong></td>
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<tr>
<td>Students should:</td>
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<tr>
<td>• Arrive at the classroom on time.</td>
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<tr>
<td>• Enter the room calmly and sit where the teacher directs.</td>
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<tr>
<td>• Get out all the equipment that they need for the lesson.</td>
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<tr>
<td><strong>During the lesson</strong></td>
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<tr>
<td>Students should:</td>
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<tr>
<td>• Get involved and make the most of their learning.</td>
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<tr>
<td>• Follow the instructions given by staff.</td>
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<tr>
<td>• Treat the learning environment and everyone in it with respect.</td>
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<tr>
<td>• Complete the tasks to the best of their ability.</td>
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<tr>
<td>• Make sure they ask the teacher for help, if they are not sure what to do.</td>
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<tr>
<td><strong>Cycling to school</strong></td>
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<tr>
<td>Students should:</td>
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<tr>
<td>• Make sure they know what to do for homework.</td>
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<tr>
<td>• Return any equipment to its correct location.</td>
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<td>• Clear away any rubbish and leave their area tidy.</td>
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<tr>
<td>• Reflect on what they have learned during the lesson.</td>
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<tr>
<td>• Leave the lesson when dismissed in an orderly manner.</td>
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<tr>
<td>• Move the lesson when dismissed in an orderly manner.</td>
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<tr>
<td>• Move around the school in a safe and calm manner, following the appropriate directional signage.</td>
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Rewards

Teachers can award students points every day for meeting various criteria, such as:

- being dedicated to learning and achieving
- outstanding homework
- being supportive to others
- leading by example
- showing respect
- working together
- excellent attendance
- helping at school events
- having the correct equipment

... and much more.

Attendance Rewards

Clacton County High School aims to provide a caring environment where individuals develop their full potential and their achievement is celebrated; the expectation is that all students attend every day when school is open.

- All students with excellent attendance (97% or above) will receive an attendance ‘reward’ at the end of each term. This is decided by the students through an attendance survey.
- Students with 100% attendance for each term will be entered on a termly roll of honour, to be published in the school’s Parent News.
- Students with 100% attendance for the year will be entered on an annual roll of honour, to be published in the first newsletter of the following academic year.
- Each week there is a draw from all 100% attendees, picked at random, for a £5 reward.
- There is also a chance to win the ‘Golden Ticket’ each week, whereby a student is able to ‘jump the queue’ to go to the front, in Clouds restaurant, with a friend.
- The form group within each year group, with the highest number of students with 100% attendance for each month will receive a breakfast reward.
- The attendance team will present weekly attendance percentages for each form and publish league tables.

Top recipients’ names will be published in Parent News, on the plasma TV screens and on Notice Boards at regular intervals.

Subject-based Rewards

In addition, subjects use additional incentives and rewards to encourage hard work and effort.
Consequences

- **C1**
  - Is a verbal warning to any student in a lesson who is not following classroom expectations, including misbehaviour, hair-brushing and chewing gum, although this is not an exhaustive list.
  - There will be 1 warning only; a chance to modify behaviour.

- **C2**
  - Issued as a result of another verbal warning and this will involve a discussion with the teacher at the end of the lesson.
  - Failure to attend C2 = C3 the following day.
  - Students late to lessons will also be issued with a C2; lateness affects the learning of others. (Lesson 1: late arrival after 8.45am = C2, late arrival after 8.50am will result in an automatic C3.)

- **Hotspot**
  - Students that continue to fail classroom expectations will be removed to a different room to complete work and will return to class for a discussion with the teacher at the end of the lesson.
  - Failure to attend the discussion = C3 for the following day.

- **EC is called**
  - If a student does not respond to their teacher or fails to comply with expectations, an emergency cover teacher will be contacted to remove the student from the subject area.
  - EC = C3 for the following day.
  - Refusal to hand a mobile phone to a member of staff when it is requested, will result in automatic C4.

- **C3 60 mins in D02/4**
  - C3 detentions will be for 60 minutes after school 3.10 - 4.10pm, generally held in D2, and supervised by senior members of staff. Parents will be notified by text the evening before. All C3’s happen the following day.
  - Students must take responsibility for attending the C3.

- **C3 90 mins in D02/4**
  - C390 will be issued for arriving 3.20pm onwards for a C360.
  - C390 will be issued for students failing to attend a C360.
  - C390 will be issued for students failing C360 detentions through lack of work and/or disruption during the detention.

- **C4 Isolation**
  - Students must attend school between 11.30am and 4.30pm and will be isolated from lessons to complete work away from the rest of the school.

**C3**

CCHS will not accept disruptive behaviour in lessons. Any student, whose behaviour has a negative impact within the classroom, will be dealt with in accordance with the above flow chart.

C3s will also be given for:
- Inappropriate/disrespectful/foul language in lessons, around the school, in corridors and/or during social time.
- Inappropriate/disrespectful behaviours around school, in corridors and/or during social time.
- Behaviour that is deemed emotionally harmful or distressing to those who are around them.
- Having a mobile phone out in a lesson, or a mobile phone disrupting learning will result in the phone being confiscated and only returned after completion of a C3 on the same or following evening.
- During social times, refusal to follow expectations in regards to a mobile phone being switched off and out of sight during the school day, or headphones visible, or refusal to remove these items may result in confiscation of the phone and/or an increased...
sanction. (N.B. Persistent refusal to meet the above expectations may result in the student no longer being able to bring their phone onto the school site.)

- Failing a Pastoral Report.
- Unacceptable use of the Internet.
- Over 5 minutes late to lesson 1 without parental note.
- More than 2 C2s, for lateness to form or assembly, in one week.

If a student fails to turn up to C3 detention, the student will be issued with a C3 90 minute detention the following day (failure to complete a C3 90 minute detention = C4 isolation).

C4 Isolation – Internal

Internal isolation involves removal from the classroom, for a fixed period of time, and being sent to the internal Isolation Room. Isolation will run on aggregated time whereby the students will attend their isolation from 11:30am – 4:30pm inclusive. Students can bring a packed lunch, with only soft drink/water and no sweets. Students on free school meals should notify the Pastoral Hub who will ensure a lunch is provided. All students are expected to attend in full uniform.

C4 Isolation, C5 STOP* (Short Term Off-site/ On-site Provision) or Fixed Term Exclusions (FTE) can be given for:

- Truancy from a lesson/part lesson or organised event
- Failure of Senior Teacher Report
- Persistent failure of Pastoral Report
- Verbal abuse towards others
- Refusal to hand over a mobile phone that is visible in a lesson, or which has disrupted learning in any way
- Persistent refusal to comply with expectations regarding mobile phone being switched off and out of sight during the school day
- Fighting/physical aggression towards a peer
- Sexist/racist/homophobic remark/comment
- Bullying
- Smoking on site, outside school gates, or in uniform (including e-cigarettes)
- Failure to sit/misbehaviour in a 90 minute C3
- Disrupting multiple lessons in a day/week
- Being removed from any exam environment for talking/unsuitable behaviour
- Bringing the school into disrepute (including poor behavior whilst on educational visits). Such an incident may also result in a ban from participating in a school event/trip for a defined period of time
- Deliberate damage to school property (a contribution towards the repair will also be required).
- Physical aggression towards a member of staff
- Derogatory/abusive language towards a member of staff
- Possession of banned/prohibited/illegal items, substances, or drug related paraphernalia**
- Refusal of/misbehaviour in an external isolation
- Indecent exposure
- Physical assault on another student
- Persistent bullying
- Sexist/racist/homophobic incident or aggression
• The use of a mobile device/social media, to cause offence or harm to another student, e.g. a mobile phone being used to record an incident or posting items on social media.

** If school staff suspect that a student is in possession of any banned/prohibited/illegal items or substances, it reserves the right to search a student’s person or property in accordance with the Search & Confiscation Policy.

For fixed term exclusions (FTEs), students can also be sent to an alternative offsite provision based at one of the Sigma secondary schools; Colne Community College, Harwich and Dovercourt High School, Philip Morant, Thomas Lord Audley School, St. Helena School, or, Stanway School, for the period of their FTE, or part of the period of FTE, rather than be at home.

Whilst these examples may result in a FTE, they could result in a permanent exclusion, managed move to another school, or positive referral to NEECA, where circumstances deem it necessary.

Removal of a Student from the School
This may be through a managed move, positive referral or where necessary, permanent exclusion. Clearly, such steps are only be taken as a last resort and when all other solutions have been tried. Where a student has a long history of poor behaviour, it is hoped that this can be addressed through a positive referral. In the case of one off serious acts shown below permanent exclusion will be the most likely outcome.

Permanent exclusions can be given for:
• Serious acts of violence.
• Theft from the school or staff.
• Possession of illegal weapon.
• Trafficking drugs.
• Gross misconduct.

In exceptional circumstances, the school may permanently exclude a student for:
• Persistent breaches of the school’s Behavior for Learning policy and where allowing the student to remain in school, would seriously harm the education or the welfare of the student, or others in school.

or:
• Deliberately damaging the good reputation of the school.

The lists above are not exhaustive and the sanction applied will take into account the severity and frequency of the incident(s). The ultimate decision will be at the discretion of the Executive Headteacher or designated senior staff.

School Uniform

Students should be dressed in appropriate uniform that meets the requirements of the details laid down by the school. Students who do not meet these requirements will be withdrawn from lessons until they do.

Outside garments, which are not part of school uniform, must not be worn when inside the school building under any circumstances. On entering the school premises following social times, garments must be removed straight away, this includes coats, scarves, hats and sweatshirts.
Use of mobile phones - lesson times and social times (which includes before school, lesson changeover, break and lunch time):

- Mobile phones are the personal responsibility of a student and are brought to school entirely at their owner’s own risk. The school does not accept any responsibility for the loss of these items.

- On entering the school site all mobile phones must be turned off and together with earphones and headphones put away in bags or out of sight.

- Any students using mobile phones or with visible phones, headphones or earphones during lessons or social times will be required to hand their phones, devices or accessories to a member of duty staff. Students will be allowed to collect phones at the end of the day, without further sanction.

- Students refusing to hand over a phone, devices and/or accessories to a member of duty staff will result in the student being withdrawn from the lesson, but will still be required to hand in their phone for the rest of the day. Students complying with this request will be allowed to return to the next lesson and the phone returned at the end of the day. They will be sanctioned for non-cooperation and issued with a C3 60 minute detention for the same or following day.

- Students who continue to refuse to hand the phone to a member of duty staff will be withdrawn from lessons for the rest of the day and additionally issued with a C3 90 detention for the following day.

N.B
All phones will be logged and kept safe in the Attendance office; students will collect at the end of the school day, they will need to sign for receipt of the return of the phone.

Persistent failure to meet expectations may result in a student not being allowed to bring their mobile phone onto the school site.

Behaviour outside the school gates

Students may be disciplined for misbehaviour when they are:

- Taking part in any school-organised or school-related activity.
- Travelling to or from school.
- Wearing school uniform.
- In some other way identifiable as a student at the school.

Additionally, they may be disciplined by the school, whether or not the conditions above apply, if the behaviour:

- Could have repercussions for the orderly running of the school.
- Poses a threat to another student, member of staff or member of the public.
- Could adversely affect the reputation of the school.
The lists above are not exhaustive and the sanction applied will take into account the severity and frequency of the incident(s). The ultimate decision will be at the discretion of the relevant staff.

**Smoking related materials**

Any student found in possession of smoking related materials or paraphernalia, such as; lighters, cigarettes, tobacco, e-cigarettes will have these items confiscated. Items will not be returned to students but may be collected at the discretion of parents.