



Senior Department Behaviour Policy Fairley House School

Date of issue:	February 2024
Date for review/update:	February 2025
Named person responsible for review:	Head
Approved by:	Board of Governors
POLICY CHANGES	
Date of amendments	Page number and update
September 2024	Page 5 – Meeting with Parent has been included.

Scope and application

This policy applies to the Senior Department only. For details regarding the school's approach to the promotion of good behaviour and the proper investigation and management of allegations of poor behaviour and/or breaches of discipline see the Whole School Behaviour Policy and the Expulsion Policy.

All behavioural aspects will be guided by our three school values:

RESPECT, KINDNESS, RESILIENCE

Rewards

On a day-to-day basis, pupils can earn credits for their good behaviour and effort in their work, as well as for high achievement in the work produced. The aim of rewards and public acknowledgement is to increase motivation, self-esteem, and confidence. Although the school has a very clear behaviour policy in place, we are also aware that all pupils are different and have different needs, therefore extraordinary measures may be put into place to accommodate these individual needs. Such measures will be discussed with staff and parents before being put into place and will be reassessed by the school on a daily basis.

Credits

Credits may be awarded by teachers for effort, work or behaviour:

One credit = Good,

Two credits = Very good

Three credits =Excellent (given for top-quality work rather than behaviour)

At the end of a lesson, teachers may wish to award one or two credits to pupils. Rewards are placed directly on the internal database system by the relevant member of staff.

The Head must approve a piece of work as meriting 3 credits and pupils receive a 3credit certificate in assembly. These credits are logged on the internal database by the teacher who awarded them and contributed towards house points. Pupils build up a bank of individual credits and the top twenty credit earners each week are announced in assembly, posted on the notice board and published in the weekly newsletter so that parents are informed, and pupils have a goal to aspire to.

A Three Credit Award also permits the student to have a packed lunch from the local area. (Pret a Manger-with parental permission)

During assembly, every week, high-quality work, progress and special efforts or achievements are acknowledged.

Form Rewards

Individual credits contribute towards a form total while individual debits detract from the form total. The winning form is computed by averaging scores to allow for differing numbers in each form and announced each week in assembly and the newsletter. The form with the highest number of average credits at the end of the term receives a reward such as a class party or trip. The purpose of the form rewards is to motivate pupils, especially KS3/4 who might not otherwise value credits or be concerned by debits. Peer support to earn credits and minimise debits may also be effective.

House Points

Each pupil belongs to one of 4 houses: Bussell, Gates, Winkler and Yankey. House competitions are held, with house points awarded. Elections of House Captains offer the opportunity for all students to participate in this democratic process and contribute to Citizenship education. Staff enter house points themselves through the school intranet.

The themes of the competition are designed to promote desirable behaviour e.g. Empathy, Healthy Living. House points can be lost for undesirable behaviour e.g. being unkind when the theme is kindness. Sports Day is an inter-house competition. The winning house receives the house shield each term, collected by the House Captain.

Prize Giving

Prize Giving is held to recognise achievement and to boost self-esteem. It is held at the end of every term to maximise the number of pupils who can win an award. Parents are invited to Prize Giving and a formal ceremony is held on the stage in the Hall with all pupils, staff, and many family members, present. Pupils come up on stage to receive their awards from the Head, and where possible a Governor.

Cups

Cups are awarded to individuals to recognise outstanding achievements.

Cups are awarded to individuals to recognise outstanding achievements. These range from Academic, Sports, Creative Studies and Pastoral Cups giving every pupil a chance to shine.

Students will be awarded a small cup to keep and also win a book token. Prize winners are chosen by staff nomination and staff write a paragraph to explain why the child has won, read out by the Head or Deputy Head when the child comes up on the stage. A list of Prize Winners, with the reason they won the cup, appears in the end of term newsletter.

Honour Roll

Pupils with significant achievements but below the outstanding level of a cup, receive a certificate and have their name on the Honour Roll in the hall for a term. A list of pupils on the Honour Roll appears in the end-of-term newsletter.

Assembly

There is a Senior Department assembly held weekly to celebrate achievement. It has the explicit purpose of raising self-esteem for pupils who have often received little recognition in their previous school. It also helps to maintain desirable behaviour by, for example, featuring anti-bullying messages. It also makes a significant contribution to the Spiritual, Moral, Social and Cultural development of pupils with, for example, the celebration of festivals from a range of cultures and faiths.

3 Credit Certificates

A 3 Credit certificate is awarded at the weekly assemblies for work that is excellent for the pupil receiving this. Staff nominate a 3 Credit award to the Head; a certificate is made up and issued. These equate to 3 credits on the database.

Head's Certificate

These can be awarded for any positive behaviour that might be seen around the school. It might be for some Charity Work or even an award or certificate that the pupil may have achieved outside of school which has been brought to the Head's attention. Any age can receive one. These equate to 5 Credits on the database.

Sanctions

Many pupils receive no sanctions throughout their FHS career. However, there is a graded series of sanctions to help all pupils understand what is required of them and to provide an environment that is conducive to learning. When deciding upon a sanction, the pupil's disciplinary record will be taken into account along with any specific individual needs or difficulties.

In relation to minor breaches of discipline:

- 1) The pupil will receive a reminder of our expectations in response to low-level misbehaviour, such as talking out of turn or not being on task.
- 2) If the misbehaviour persists, they will be given a warning. In the classroom, this could involve putting their name on the board as a visual warning. It could involve a brief time out to allow the pupil to re-focus.

- 3) If the negative behaviour continues after a reminder and warning, the pupil is given a debit.
- 4) A further offence leads to 2 debits, which results in a detention. This will usually be served during lunch break.
- 5) Swearing or defying a teacher, leads to the imposition of 2 debits without prior reminder and warning. Such actions result in an automatic detention.

Detention (Lunchtime)

A detention is issued if a student has repeatedly not followed the school behavioural plan. Gaining two debits in one lesson will result in a lunchtime detention. Any serious misconduct that the teacher might feel requires a detention because of rudeness to a teacher or student, being sexist, homophobic, or racist to anyone, will also result in a detention. All detentions will be communicated with the parent via email.

Detention (After School)

An after-school detention will be awarded if a student receives 5 detentions within a term, or behaviour deemed by a member of staff has put a fellow student or member of the school community at risk of harm, be that emotional or physical. An email will go out to parents on the fourth detention, so that parents are aware. At least 24 hours' notice will be given, and these detentions are most likely to occur on a Friday.

In year 10 and 11 late detentions may also be given. These will be given when a pupil is late three times during the week. Late will be classed as 08:35.

Behaviour Meeting (with parents)

In the unlikely event that a student exceeds 5 detentions in a term, the parents will be asked to attend a meeting with a member of the Leadership Team.

In this meeting a plan to support the student will be determined and agreed with the parent and then the student. These plans will be bespoke to the student in question and will go over the consequences that will follow should the plan not be adhered to.

A plan might look to have staff providing lesson feedback on how behaviour has been to the student, their tutor and the SMT. A behavioural mentor will be provided, this could be the Tutor or another member of staff.

Failure to see an improvement of behaviour following the Behaviour Plan put into place will lead to a Fixed Term exclusion explained below.

Expulsion

The Head has the right to expel or require the removal of any pupil who disrupts the education of others (see the whole school Behaviour Policy for further details including the procedure to be followed for the disciplinary meeting with the Head).

Recording of Rewards and Sanctions

Each child has an individual rewards and sanctions file on the internal database. Form tutors log the credits and debits into the system each week. Detention offences are entered by the teacher who gave the detention. This record enables us to build up a full picture of a child's behaviour, positive or negative. It also enables us to look at patterns of misbehaviour, such as being in trouble at breaktime or in certain subjects. It allows teachers to be very specific when talking to parents about behaviour.

Appendix I- Positions of Responsibility

Form Captains

Each Form Tutor elects a Form Captain for the term. They are expected to be a good role model for their class and will be called upon to carry out day-to-day jobs for their tutor.

The Student Leadership Team

The Student Leadership Team is made up of Form Captains who have been elected by their tutors.

The Leadership Team meets once a week and proceedings of these meetings are fed back to the form. The rest of the school uses members of the Leadership Team to channel any ideas or suggestions.

They may be given special projects such as devising and using a bullying questionnaire. They can make recommendations to the Head or to the staff and their suggestions are seriously considered and often adopted.

They decide which charity they would like mufti money to go to or make other suggestions for charity fundraising.

They will often perform other roles, such as showing visitors around the school and taking messages.

The Leadership Team are responsible for managing their own budget.

They are expected to be good ambassadors for the school.