

| <b>Elizabeth Woodville School</b> |                                  |
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| Policy Name:                      | EWS Behaviour and Rewards Policy |
| Owner:                            | Deputy Headteacher               |
| Statutory:                        | Yes                              |
| Date Ratified:                    | By Governing Body November 2020  |
| Review date:                      | November 2021                    |

The school aims to provide a safe, secure, supportive environment where students can learn and teachers can teach, so that students can effectively meet their current and future goals. This is best done in a climate of mutual respect and positive encouragement.

#### Aims

The aims of this policy are therefore:

#### Behaviour expectations of students

The students are expected to:

- Attend the Academy regularly and on time, ready and equipped to learn and participate in Academy activities
- Follow the Academy dress code, Code of Conduct and Acceptable Use Policies.
- Do their best in all aspects of Academy life
- Be considerate of and respectful towards the feelings and property of other people both, in the Academy and the wider community when travelling to and from school
- To promote positive behaviour and create a learning culture
- To foster care and respect for others, for property and the environment
- To encourage honesty, trust, fairness, tolerance and compassion
- To encourage and develop self-discipline, self-respect and independence in our students
- To encourage all students to take responsibility for creating a positive learning environment
- To fully involve parents in supporting the positive behaviour of their children within the school and its community
- To ensure that all students are 'ready to learn' at all times

#### Staff responsibilities

All staff will:

Have high expectations of all students

Build student confidence and self-esteem through positive reinforcement of expectations

Recognise positive student engagement in school life and celebrate success

Work in partnership with parents and carers through regular contact to help improve behaviour

## Rewards

EWS believes that we should recognise and reward students when they contribute positively to all aspects of school life such as good attendance, academic progress, positive behavior for learning, extracurricular activities, tutor activities, volunteering and school and wider community contributions.

The ethos of rewards and recognition equates with recognising when high expectations are being consistently met and rewarding where students go above and beyond normal expectations in school. Students will be recognised and rewarded through the use of a positive rewards system, as well as through individual subject and pastoral systems.

Rewarding Positive Achievement and Attendance:

Frequent praise and reward for excellent attendance and achievement are features of learning and teaching at EWS, so that students receive recognition for their positive contributions to school life.

The aim of the reward system is to recognise effort, attitude and success at all levels in all areas of school life. All staff have a responsibility to give praise and recognize effort and achievement during lessons and at other times, when they are with students. Regular recognition of effort, performance, behaviour and attitude is important in developing students' confidence and self-esteem. There are many ways to reward students who are succeeding or improving including:

- Praise from Teacher
- Positive comments made in the planner
- Letters of congratulation
- Phone call to Parents/Carers
- Reward points awarded through Go4S - linked to the school values
- Celebration Assemblies - certificates and gift vouchers

- 100% attendance certificates
- Celebration evenings
- Making constructive remarks in exercise books and files

Recognising success of differing kinds in assemblies and form time - appropriate positive comments during assembly to whole year group or displaying work in classroom and corridors

We aim to reward students on a regular basis in order to reinforce good work and progress, to increase motivation and enthusiasm, boost self-esteem and self-confidence and encourage students to try harder and progress further. Reward points are collected by students through the school's Go4S data system and students with the highest numbers of reward points are recognised and rewarded through regular key stage assemblies.

## Sanctions

When poor behaviour is identified, sanctions will be implemented consistently and fairly in line with the positive engagement policy. This offers a progressive structure of sanctions to encourage more positive engagement and to deal with any breaches of behaviour.

### Sanctions - conduct outside the school gates

The school may issue sanctions for students for misbehaving outside of school premises, when the school considers this to be reasonable and appropriate.

This may apply in the following situations:

Taking part in any school-organised or school-related activity or

Travelling to or from school or

Wearing the school uniform or

In some other way identifiable as a student at the school, including on social media  
In addition the school may also issue sanctions for misbehaviour at any time, whether or not the conditions above apply, that:

Could have repercussions for the orderly running of the school or

Poses a threat to another student or member of the public or could adversely affect the reputation of the school

## School Uniform

The academy council at EWS believe that high standards of uniform plays a valuable role in contributing to the ethos, setting an appropriate tone and instilling pride in the school.

EWS has a school uniform code, including PE kit, which is regularly reviewed and published on the school website.

The uniform code will be supported by the use of appropriate sanctions if students do not adhere to the code.

Parents are expected to support the school in ensuring their child comes to school appropriately dressed.

Power to use reasonable force (Taken from DfE 'Behaviour and Discipline in Schools – Jan 2016 (Advice for Headteachers and school staff)

EWS staff have the legal right to use reasonable force to control or restrain students. Reasonable force may be used in circumstances such as those below:

To remove disruptive students from the classroom, event or out of school activity, in order to maintain good order and discipline

To prevent a student leaving the classroom where allowing the student to leave would risk their safety or lead to behaviour that disrupts the behaviour of others

To prevent a student from attacking a member of staff or another student, or to stop a fight in the playground

To restrain a student at risk of harming themselves through physical outbursts

If a situation leads to the need to use or reasonable force reasonable adjustments will be made for disabled children and children with Special Educational Needs (SEN) based on relevant information and staff understanding of the needs of the student concerned.

We do not require parental consent to use reasonable force.

Force will never be used as a punishment.

Searches and screening

EWS School staff can search a pupil for any item if the pupil agrees.

EWS staff also have the legal 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 (or legal drugs used inappropriately)  
Drugs paraphernalia  
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  
In addition staff can also search for any item banned by the school rules or for items that have been used in breach of the school rules, for example, mobile phones.

## Under this legal power

The member of staff can ask the student to turn out their pockets and look in the student's bag or locker. Students can also be asked to remove external clothing. If the student refuses to be searched, the member of staff can apply an appropriate sanction.

Searching should be carried out by a member of staff who is the same sex as the student.

There must be a member of staff present during the search to act as a witness who should also be the same sex as the student

There is a limited exception to the same sex and witness rule; if there are reasonable grounds to believe that there is risk of serious harm to a person or persons if the search is not carried out immediately and it is not reasonably practicable to summon another member of staff.

Parents will not be informed prior to a search or to seek parental consent and there is no legal requirement to keep records of searches carried out.

## Electronic devices

School staff may examine data files held on personal devices during a search if they believe they have good reason to do so - where the data or file has been or could be used to harm, disrupt teaching or break school rules.

If the device is to be returned, relevant files may be deleted or retained by the school to support disciplinary action, or where appropriate passed to the police or parents.

## Screening

If required we reserve the right to require students to undergo screening by a walk through or hand held metal detector with or without the consent of students; this

screening may be carried out by any member of staff whether or not they suspect the student of carrying a weapon.

All students are expected to comply with a request for screening which involves no physical contact

If a student refuses to be screened, we may refuse the student access to the school premises under our duty not to expose students, staff or visitors to risks to their health and safety.

The absence will be recorded as unauthorised not as exclusion

Parents will be informed if search or screening uncovers items that will result in school disciplinary action or police involvement.

### Confiscation

School staff can seize any prohibited item found as a result of a search

We can also seize any item found which is considered to be harmful or detrimental to school discipline; this includes deleting electronic images or passing illegal material onto the police

Depending upon the nature of the confiscated item, it may be retained by the school or disposed of as a disciplinary measure where reasonable

Confiscated weapons, knives or bladed items, items believed to be stolen, illegal drugs and drugs paraphernalia will be passed onto the police or disposed of by the school

### Malicious allegation

If a complaint is made against a member of staff it will always be investigated thoroughly, however:

If after full and thorough investigation, it is the considered view that that allegation against the member of staff was unfounded and malicious, any record of the incident will be removed from the member of staff's file

The student or students involved in making the allegations will be disciplined according to the severity of the case up to and including exclusion

### Exclusion from school

#### Fixed Period Exclusion

A decision to exclude a student for a fixed period may be taken in response to serious breaches of the behaviour policy, either one off or continuous, based on the evidence presented.

All fixed term exclusions will need to be agreed by the Headteacher or their nominated person.

Parents will be informed of the decision to impose a fixed term exclusion and the reason will be given.

## Permanent Exclusion

Permanent exclusion will be considered for the following:

Use of or possession of weapons

Drug dealing

Possession of Drugs paraphernalia

Serious threats of, and actual violence

Bullying

Persistent and serious breaches of the school behaviour policy

Where the school believe that a child's presence in the school represents a serious threat to others

## Appeals against Exclusion

If the exclusion does not take the amount of student's exclusion above 5 days for the term then parents may make representations to the Governing Body but they do not have the power to overturn the Headteachers decision.

If the exclusion brings it between 6 and 15 days exclusion in a term and student's parents have requested a Governing Body meeting, they will convene a meeting to consider reinstatement within 50 days of receiving notice of the exclusion.

If the exclusion takes the students total days of exclusion over 15 days in a term, or is permanent or is during exams/national curriculum assessments, then the Governing Body must convene a meeting to consider reinstatement within 15 days of receiving notice of the exclusion, or more quickly if possible if external exams are involved.

This process is explained on the following document page 33:

[www.gov.uk/government/publications/school-exclusion](http://www.gov.uk/government/publications/school-exclusion)

The Tove Board has delegated responsibility for hearing appeals against exclusion to each Academy Council.

The Governing Body will form a Discipline Panel to hear representations from parents and appeals.

For Permanent Exclusions that are upheld by the Governing Body Discipline Panel, parents may appeal to an Independent Hearing Panel.