

## The Catholic High School, Chester

## Behaviour for Learning Policy

Show me the right path, O Lord; point out the road for me to follow.

Psalm 25:4

Administration		
Statutory / Non-Statutory	Statutory	
Website	Yes	
Document formulated	March 2023	
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Next review Date	Every 3 Years (September 2026)	





#### Introduction

As a Catholic school we are guided by the teaching of Jesus Christ. We recognise that at times we all fail to behave in a way that reflects the commandment to love God and love our neighbour. Jesus also taught about the need for forgiveness and giving people the opportunity to change.

#### **Aims**

We aim for all our students to develop academically, spiritually and socially to become successful, happy and caring citizens. We pride ourselves on providing a nurturing, supportive and caring ethos in which positive relationships are at fostered between all members of our school community.

Our key aims are as follows;

## Achievement

Students work rigorously in the pursuit of excellence

## Readiness

 Students have positive routines and good habits to enable them to engage with their learning effectively and prepare them for the next stage in their lives

# Community

• Students personify the values needed to positively contribute to their communities

## Health

 Students demonstrate the knowledge and skills needed to have healthy bodies, healthy minds and healthy relationships





#### ARCH in action

## **Achievement**

Remember, you will always reap what you sow. So don't get tired of doing what is good. Don't get discouraged and give up for we will reap a harvest of blessing – Galatians 6:7 & 9

- Live out Christofidelis
- Excellent attitude to Learning
- Resilience in learning
- Seeking excellence in all areas of study
- Commitment to extracurricular opportunities
- School representation
- Community representation

## Readiness

Train up a child in the way he should go; even when he is old he will not depart from it – Proverbs 22:6

- Contribute to our school ethos
- Excellent attendance
- Excellent punctuality
- Excellent standards of personal presentation (uniform)
- Always being prepared for learning (equipment, kit, school books, homework)

## Community

Love one another. As I have loved you, you should love one another. By this all people will know that you are my disciples – John 13:34-35

- Follow the Catholic Social Teachings and Gospel Values
- Respectful behaviour towards other at all times
- Empathetic and kind
- Tolerance of other views and beliefs
- We keep ourselves and others safe
- Acceptance of others right to learning
- Respectful of school property and the property of others

## Health

May the God who gives us peace make you holy in every way and keep your whole being – spirit, soul and body – free from every fault at the coming of our Lord Jesus Christ – Thessalonians 5:23

- Nurture spiritual growth at every opportunity
- Connect positively with others
- Give to others
- Learn new skills
- Be physically active
- Understand how outside factors (social media / screens) can affect a Healthy Mind

## **Behaviour Management**





Through our key aims and their associated values we hope to promote a sense of community and belonging for our students and staff. Which will create a safe environment which all pupils can learn and reach their full potential.

In order to promote our key aims and their associated values we use a combination of Merits and Demerits to encourage positive behaviours and attitudes and to discourage behaviours and attitudes that negatively impact on others.

Students' conduct will be classified on a 5-point scale for Attitude to Learning (in the classroom) and Community Conduct (outside of the classroom, including when away from the school site)

Excellent - Above expected

Good - As expected

Unsatisfactory / Passive - Below expected

Unacceptable

Major incident

#### Rewards

Students will be awarded a Merit each time their Attitude to Learning or Community Conduct is above that expected.

In addition to being awarded a Merit, or as a result of an accumulation of Merits, students may be further recognised in the following ways;

- Praise Postcard, phone call or email home from subject teacher, tutor, CLL, YLL or SLT
- Invite to Hot Choc Friday
- Letter of commendation for number of Merits, Attitude to Learning, Attendance and / or punctuality each half term.
- Letter of commendation for significant improvement in number of merits, Attitude to Learning, Attendance and or punctuality each half term.
- Christofidelis Award
- Early access/ first refusal to oversubscribed school trips.
- Invite to attend a significant award event, such as a reward activity or trip, or Celebration of Achievement Evening.

N.B. Some of the schools' rewards events will be based on the absence of demerits to ensure all students who have conducted themselves as expected are recognised.





#### Sanctions

Students will be awarded a Demerit each time their Attitude to Learning or Community Conduct is below that expected, a cause for concern or unacceptable.

In addition to being awarded a Demerit, or as a result of an accumulation of demerits, students may be issued the following consequences;

- Verbal reprimand
- Extra work or repeating unsatisfactory work until it meets the required standard
- Phone call or email home providing details of the concern regarding Attitude to Learning or Community Conduct
- Removal from lesson and placed in the Ready to Learn room
- Breaktime or lunchtime detention
- After school detention Class teacher, Curriculum Leader, Year Leader or Senior Leader
- Personalised Timetable
- Referral to the *Ready to Learn* room for a fixed period of reflection, intervention or Restorative lustice.
- Step out referral to another Cheshire West and Chester School's removal room
- Suspension from school (Previously called Fixed Term Exclusion)
- Referral to an Alternative Provision setting
- Permanent Exclusion from School

#### Parents and carers

Parents and carers are expected to take a central role in promoting good behaviour. You are your child's greatest role model and first teacher. You have an important role in supporting this behaviour policy and are encouraged to reinforce the policy at home. School staff will provide education and guidance to promote a caring community where all feel safe and are able to work effectively to achieve their best. Through our aims we have high standards and expectations for student conduct and would request your support on disciplinary matters, However, the school's decision on disciplinary matters is final.





Grading	Attitude to Learning (In the classroom) Description	ATL	Community Conduct (Outside the classroom including away from the school site)	Action (Reward / Sanction)
Excellent (Above expected)	<ul> <li>Excellent quality and quantity of work / work completed above the student's expected standard</li> <li>Took initiative in their learning</li> <li>Listened and contributed proactively</li> </ul>	Grade  5	<ul> <li>Personifying ARCH Principles</li> <li>Helping others / Volunteering / Charity</li> <li>Representing Form, Year or School</li> <li>Wider community recognition / representation</li> <li>Extra Curricular participation</li> </ul>	- Merit awarded by logging Achievement
Good (As expected)	<ul> <li>Quality and quantity of work completed to the student's expected standard</li> <li>Contributed to class discussion</li> <li>Listened well</li> <li>Worked independently</li> </ul>	4	<ul> <li>Punctual, equipped and in correct uniform</li> <li>Contributing towards a calm and inclusive school environment</li> <li>Respectful to peers and staff</li> </ul>	- Positive reinforcement
Unsatisfactory / Passive (Below expected)	<ul> <li>Quality and quantity of work below the students expected standard</li> <li>Worked independently only when asked</li> <li>Passive in lessons</li> <li>Disrupting the learning of others</li> <li>Verbal reminders to stay on task</li> </ul>	3	<ul> <li>Incorrect / missing uniform, jewellery or equipment</li> <li>Late to lesson</li> <li>Seen with contraband / electronic devices</li> <li>Inappropriate language</li> <li>Out of bounds</li> <li>Littering</li> </ul>	- Demerit awarded by logging Behaviour
Unacceptable	<ul> <li>Persistently disrupting the learning of others</li> <li>Repeated verbal reminders to stay on task</li> <li>Inappropriate behaviour</li> </ul>	2	<ul> <li>Intimidating behaviour</li> <li>Unsafe behaviour</li> <li>Refusal to follow staff instructions</li> <li>Bringing the school's name into disrepute</li> <li>Harmful behaviours</li> </ul>	- Demerits awarded by logging Behaviour - Sanction proportionate to behaviour
Major incident	- Major incident towards staff, students or property	1	- Major incident towards staff, students or property	- Behaviour incident logged - On-call to remove to Ready to Learn until investigation complete - Student statement(s) completed - Major Incident Form completed by staff - YLL Contact home to report incident - School sanction issued





## Pastoral support at The Catholic High School, Chester

The Catholic High School has a broad range of support for students. The following staff will be involved in supporting students during their educational journey. Key staff meet each week to discuss the support required by individual students and make referrals for additional support.

#### **Form Tutor**

Every student has a form tutor who oversees their pastoral care and academic support. They are the first point of contact for parents and staff.

#### Year Leader of Learning (YLL)

YLL's ensure academic progress by monitoring behaviours that impacts on student learning.

#### Assistant Year Leader of Learning (AYLL) – Pastoral Office

AYLL's support YLL's in their role.

#### Pastoral Support Worker (PSW) - Trinity Support Room

The PSW role is to provide welfare support to students who require it through timetabled interventions.

#### Behaviour Support Worker (BSW) - Ready to Learn Room

The BSW deals with behaviours that impact upon others learning.

#### **Attendance Officer (AO)**

The AO works with families to promote high levels of attendance and carry out the school's attendance management procedures.

#### Family Liaison (FL)

The FL works with families who need additional support by Leading 'Team Around the Family's (TAF's) and liaises with Childrens Social Care.

#### Special Educational Needs and Disability Coordinator (SENDCO)

Oversees the educational provision for students with additional needs.

#### Assistant Headteacher - Designated Safeguarding Lead

Oversees the Behaviour Management and safeguarding for all students.

#### Headteacher

Overall lead for the school.

#### **Governors / Trust members**

Responsible for developing the overall vison and strategy for the school.

### **Pupil Transition**

In order to ensure that students make a smooth and successful transition when joining us in Year 7 we have the following procedures.

- Year 6 Transition Evening during summer term
- YLL visits to primary schools
- Enhanced transition meeting with Primary school staff
- Enhanced transition visits to high school led by the pastoral team
- Attendance at Year 5 and 6 SEND annual review meetings
- Year 6 induction day in summer term
- The offer of a summer school place to Years 5 and 6)
- Early induction day in Autumn term





If joining school via an In-Year-Transfer (IYT) students will receive a process of induction to include brief Literacy and Numeracy assessments, a tour of the school, introductions to key staff and will be provided with a student *buddy* to help them navigate their first few days,

#### Communication

School staff have a variety of tasks to complete during the working day, the majority of which include the supervision of students. Therefore, staff will reply to phone calls and emails when they are able, with an expectation that this will be within 48 Hours. You may receive a holding phone call to request further information from our administration team to ensure that you are contacted by the appropriate member of staff. In the majority of cases this will initially be your child's Form Tutor.

Information regarding a student's conduct recorded on the behaviour management system is available on Firefly. In addition to this, parents / carers will receive a half termly pastoral report providing the following information;

- Attendance
- Punctuality
- Merits
- Demerits
- · Behaviour management information

## Uniform infringements

Year Leaders of Learning will oversee and monitor uniform and their decisions are final. Parents are asked for their support in maintaining the school rules. Uniform infringements will result in a behaviour incident being logged and a demerit being awarded. Persistent infringements may lead to students being removed from general circulation until the infringement is rectified.

We are aware that circumstances may mean that students need to wear alternatives while items of our uniform are replaced due to being out grown or damaged. In these situations, we ask that you provide a note that your child can carry with them and provide to staff when challenged.

The note must include;

- Date written
- Reason for alternative uniform
- A date by which it will be rectified
- Parent / Carer signature

If unable to provide a note or if the note is older than 2 weeks, a behaviour incident will be logged and a demerit being awarded.

## Use of student toilets during lesson

Students should avoid using the toilets during lesson where possible, by using them before and after school, breaktime and lunchtime and during lesson change over. When absolutely necessary students will be asked





to leave their phone on the teacher's desk before leaving to attend the toilet. Toilet visits during lesson will be recorded on the school's behaviour management system to identify trends and will be available to parents / carers via their Firefly log. Toilet use during lesson will be discussed with parents / carers if it is considered to the extent that learning is being impacted.

## Mobile phone / electronic devices

These are not permitted to be used in school unless given direct permission from the teacher in a lesson as part of the learning. However, we realise that many students carry mobile phones. If this is the case, the device must be switched off and kept in the student's school bag. If students are seen with electronic devices during the school day, irrespective of the reason, the student will be reprimanded, a behaviour incident logged and a demerit awarded. A student checking their timetable is not a justification for mobile phone use. When a student is seen using their phone inappropriately, e.g. recording a student or staff member, the phone will be confiscated immediately. Persistent use of these devices can lead to a school sanction and having to hand the device in at the school reception at the start of the school day or being directed to leave the device at home. If a student needs to contact a parent / carer during the school day, this can be facilitated by a member of staff. We ask that parents / carers refrain from contacting students by mobile phone during the school day and for any urgent messages they use the main office number.

#### Differentiation

We will differentiate our behaviour policy as appropriate to the needs of all children / young people within our school setting, in line with the Equality Act (2010) and the Special Educational Needs Code of Practice (January 2015). Being fair is not about everybody getting the same (equality) but about everyone getting what they need (equity). Where a student has Special Educational Needs or a disability, we will provide specific support based on the individual needs of each student and make 'reasonable adjustments' to meet the needs of a student with a disability.

Children and young people have a wide range of individual needs which change over time. As such, students require a flexible approach with an overall structure of consistency. A graduated approach to behaviour allows staff to support students according to their current level of need. The waves of support are detailed below. Whilst we envisage that our wave one behavioural approach will be effective for the majority of students, some may require extra support in order for us to ensure an equitable school environment.





## Repeated or persistent passive or disruptive behaviour

When a student has repeated Attitude to Learning or Community Conduct grades of *Unsatisfactory / Passive*, *Unacceptable* or *Major incident* their subject teacher or Form Tutor will consider the following interventions;

Wave 1 Interventions			
Academic	Inclusive Quality First Teaching		
Interventions	Behaviour incident logged		
	Seat move		
Subject Teacher	Class teacher contact home: email		
	Class teacher contact home: phone call		
	<ul> <li>121 restorative conversations</li> </ul>		
	Class teacher detention		
	Class teacher subject report		
	Differentiated curriculum planning		
	<ul> <li>In-class TA support</li> </ul>		
<ul> <li>In-class targeted teacher support</li> </ul>			
	Class teacher homework support		
	<ul> <li>Literacy/Vocabulary Mats across the curriculum</li> </ul>		
Pastoral	• 121 Form Tutor conversations		
Interventions	Behaviour incident logged		
	Seat move		
Form Tutor	Form Tutor daily check-ins		
	Form Tutor contact home: email		
	Form Tutor contact home: phone call		
	Form Tutor report		
	Form tutor detentions		

If following a number of Wave 1 interventions there is insufficient improvement, Curriculum Leaders, Year Leaders, SENDCO or Pastoral Staff will consider the following interventions;

Wave 2 Interventions		
Academic	Access to Nurture Group	
Interventions	<ul> <li>Access to literacy intervention</li> </ul>	
	<ul> <li>Subject mentor: peer collaboration, 6th form mentor</li> </ul>	
CLL / R2L / AYLL	Key Stage Coordinator report	
	CLL report	
	CLL initiated subject step out	
	<ul> <li>Peer collaboration: 6th formers 360 mentoring</li> </ul>	
	<ul> <li>Catch up/booster work on Firefly</li> </ul>	
	<ul> <li>Reduced/ increasingly individualised timetable (liaise with YLL)</li> </ul>	
Pastoral	YLL report	
Interventions	<ul> <li>YLL student meetings/check-ins</li> </ul>	
	<ul> <li>YLL meetings: parent and student (SMART Targets)</li> </ul>	
YLL / SENDCO /	Trinity Referral	
PSW / AYLL	<ul> <li>Peer collaboration: 6th formers 360 mentoring</li> </ul>	
	<ul> <li>Small group Pastoral Support Worker interventions</li> </ul>	
	Behaviour Contract	
	Individual Behaviour Plan (IBP)	
	<ul> <li>Initiate the behaviour pathway or refer to other supporting agencies</li> </ul>	
	Access to Nurture Group	
	Access to the Quiet Room	

If following a number of Wave 2 interventions there is insufficient improvement, the Senior Leadership Team will consider the following interventions and may liaise with Specialist Agencies and;



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Wave 3 Interventions				
Interventions	School Counsellor			
	• TAF			
SLT / Specialist	<ul> <li>Professionals Meeting</li> </ul>			
Agencies	• MARF			
	ELSA support			
	Respect course			
	Police liaison			
	Behaviour profile			
	CWAC Attendance team			
	<ul> <li>121 Pastoral intervention worker support</li> </ul>			
	121 Youth worker support			
	<ul> <li>Specialist support by external professionals</li> </ul>			
	Bespoke timetable			
	Prevent Referral			
	Pastoral Support Plan (PSP)			
	Alternative Provision			
	External Agencies			
	Education Access Team			
	<ul> <li>Professional mentors</li> </ul>			
	Governor Disciplinary Panel			
	Permanent Exclusion			

<sup>\*</sup>Where a student has a Statement of Special Educational Needs, an EHCP or is a 'looked after child', the school will work in partnership with other agencies to consider what additional support is necessary.

#### **Detentions**

The Catholic High School, Chester encourages students to behave in a manner that positively contributes to the school and wider community and that does not negatively impact upon the learning of others. Where these are not achieved, students are encouraged to reflect upon their behaviour in order to prevent repetition of negative behaviours. When the school considers it necessary a student will be issued a detention, including those held outside of school hours, as a sanction.

Government guidance states that parental consent is not required for detentions. When issuing a detention parents / carers will be informed prior to the detention. Where possible, staff may exercise discretion in the day/timing of a detention for individual student circumstances. Should parents/carers have a concern about a detention which has been set, they may contact the school. However, the school's decision on the matter will be final.





### Investigating major incidents

School will perform investigations when necessary following major incidents. Staff and students involved, and those who witnessed the incident will be asked to provide a statement. When possible, these will be witnessed by a member of staff who was not involved. In order to ensure the investigation progresses without influence or when there may be risk to others, students may be directed to work out of general circulation until the investigation is complete. This is a neutral act and does not constitute a school sanction. Therefore, will not count as part of any subsequent school sanction. The investigation will be overseen by the Year Leader or a member of the Senior Leadership Team, who will gather all relevant material (including statements, CCTV, screen shots or other footage) before making a decision on next steps.

### **Physical Altercations**

Physical altercations are unacceptable for any reason and will not be tolerated. Physical altercations in school are rare. This is due to students reporting concerns to staff when they become aware of tensions between students. Where this is not the case and there has been opportunity to report these tensions, all students who engaged with the physical altercation will receive a school sanction. Where there is evidence that the altercation was arranged beforehand all students will likely receive a suspension from school. Any student who witnesses a physical altercation is expected to seek adult help immediately. Any student who encourages or records a physical altercation will receive a school sanction. The device used to record will be confiscated and the student directed to delete the footage in front of a member of staff. In some instances, it may be necessary for the school to acquire the footage before deletion to aid with investigation or reporting to the police.

### Child-on-child abuse

The Catholic High School, Chester recognises that children and young people are vulnerable to and capable of abusing their peers. We take such abuse very seriously. This includes verbal as well as physical abuse. Child-on-child abuse will not be tolerated or passed off as part of "banter" or "growing up". We are committed to a whole school approach to ensure the prevention, early identification, and appropriate management of child-on-child abuse within our setting and beyond. Where child-on-child abuse is identified we will follow our safeguarding and child protection procedures, to support all children and young people who have been affected by the situation. Further information can be found in the schools Child-on-Child abuse/sexual harassment and violence policy (appendix 4.)





## Prohibited / Banned items

#### Prohibited items

Knives and weapons, alcohol, illegal drugs, stolen items, any item that is likely be used to commit an offence, personal injury or damage to property, tobacco and cigarette papers, fireworks and pornographic images.

#### Banned items – those against school rules

In additional to the prohibited items above, fire lighting equipment, aerosols, chewing gum, e-cigarettes (aka Vapes), bladed items, any items that are potentially harmful to any member of the school community or to themselves and items that could cause disruption to the learning of others, are banned in school.

Students are not permitted to carry 'over the counter' or prescribed medication. Should a student need to take these during the school day, this must be discussed with school staff and handed to the school reception detailing when they need to be taken.

## Searching Students

Headteachers and staff they authorise have a statutory power to search a pupil or their possessions where they have reasonable grounds to suspect that the pupil may have a prohibited item or any other item that the school rules identify as an item which may be searched for (see prohibited and banned items above).

Searches can be performed by Senior staff, Year Leaders and / or Pastoral Staff and witnessed by another member of staff. Where possible, searches which are deemed necessary will be conducted with the consent of the student. If consent if not given, the student will be isolated and supervised, their parent / carer will be contacted and asked to attend school to carry out the search in conjunction with a member of staff. Refusal to be searched may result in the police being called and/or suspension or permanent exclusion.

When a student is suspected to be in possession of prohibited items and is believed to be at immediate risk of harm or causing harm to others, damaging property or causing disorder, staff have the power to use such force as is reasonable to search for any prohibited items.

Students found in possession or under the influence of illegal substances may face permanent exclusion from school. If a student is found to be involved in the supply of illegal substances, they will face permanent exclusion.





#### Confiscation

Schools' general power to discipline enables a member of staff to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

An authorised staff member carrying out a search can confiscate any item that they have reasonable grounds for suspecting:

- poses a risk to staff or pupils;
- is prohibited, or identified in the school rules for which a search can be made; or
- is evidence in relation to an offence.

The law protects members of staff from liability in any proceedings brought against them for any loss of, or damage to, any item they have confiscated, provided they acted lawfully. Confiscated items will either be passed to the police, disposed of or, if appropriate, returned to parent / carer.

Students are not permitted to sell any items, prohibited or otherwise, on the school grounds. Where this is suspected the items will be confiscated.

#### Reasonable force

All members of staff have the legal power to use reasonable force.

Schools can use reasonable force to:

- remove disruptive children from the classroom where they have refused to follow an instruction to do so:
- prevent a pupil behaving in a way that disrupts a school event or a school trip or visit;
- prevent a pupil leaving the classroom where allowing the pupil to leave would risk their safety or lead to behaviour that disrupts the behaviour of others;
- prevent a pupil from attacking a member of staff or another pupil, or to stop a fight in the playground;
   and
- restrain a pupil at risk of harming themselves through physical outbursts.

It is not illegal to touch a pupil. There are occasions when physical contact, other than reasonable force, with a pupil is proper and necessary.

Examples of where touching a pupil might be proper or necessary:

- When comforting a distressed pupil;
- When a pupil is being congratulated or praised;
- To demonstrate how to use a musical instrument;
- To support students with fine motor skills e.g., tying a tie / helping with a top button
- To demonstrate exercises or techniques during PE lessons or sports coaching; and
- To give first aid.

## Malicious allegations





If a report made by a student against another student or member of staff is shown to be deliberately invented or malicious, school will consider this a serious breach of the school rules and will take appropriate disciplinary action against the individual who made it.

## Staff induction development and support

Regular continuing professional development (CPD) is available to staff and programs of whole staff CPD are informed by regular learning walks to identify training needs.

## **Suspensions & Permanent Exclusion**

Suspensions and Permanent Exclusions can be issued by the headteacher as a sanction when warranted as part of creating a calm, safe and supportive environment in which pupils can learn and thrive.

Suspension (Previously Fixed Term Exclusion)

Suspensions can be issued by the headteacher for;

Physical assault, Verbal abuse / threatening behaviour, Sexual violence or sexual harassment, deliberately bringing in contraband items (including, but not limited to, illegal or prescribed substances, 'over-the-counter' medicines, cigarettes or e-cigarettes, alcohol, fireworks, pornographic images, weapons, bladed items) racist abuse, HBT abuse, theft, gross defiance, persistent disruptive behaviour, malicious allegation, behaviour affecting the health and safety of others.

When a student returns to school following a suspension, they, along with their parent / carer will be invited to a readmission meeting. This meeting is used to reflect on the incident leading to suspension and to identify actions for the student, parent / carer and school to prevent further suspensions.

#### **Permanent Exclusion**

The decision to permanent exclusion will be taken by the Headteacher

in response to a serious breach or persistent breaches of the school's behaviour policy;

and

• where allowing the pupil to remain in school would seriously harm the education or welfare of the pupil or others such as staff or pupils in the school.

The Headteacher will make a decision to permanently exclude following an investigation into the serious breach or persistent breaches and if satisfied that the civil standard of proof (the balance of probabilities) has been met.



Appendix 1.



#### Guidance considered

<u>Searching, Screening and confiscation. Advice for Schools.</u>

Suspension and Permanent Exclusion Guidance

Behaviour in Schools. Advice for headteachers and school staff

Use of reasonable force. Advice for headteachers, staff and governing bodies.

## Links to other relevant polices

**Anti-Bullying Policy** 

**Attendance Policy** 

**Drug Policy** 

**Special Education Needs and Disabilities Policy** 

Add link to newly created Child-on-Child abuse/sexual harassment and violence policy

