



## Behaviour Policy.

This policy is for Barleyhurst Park School and Barleyhurst Park Nursery.

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### 1. Aims

This policy aims to:

- Create a positive culture that promotes excellent behaviour, ensuring that all pupils have the opportunity to learn in a calm, safe and supportive environment;
- Establish a whole-school approach to maintaining high standards of behaviour that reflect the values of the school;
- Outline the expectations and consequences of behaviour;
- Provide a consistent approach to behaviour management that is applied equally to all pupils;
- Define what we consider to be unacceptable behaviour, including bullying and discrimination.

### 2. School Ethos

At Barleyhurst Park we provide a calm, orderly, safe and supportive environment for pupils and staff. We see good behaviour as central to a good education and staff work tirelessly to ensure that every member of the school community feels valued and respected, and that



each person is treated fairly and well. Throughout all we do in school, we promote the 3Rs – the right to be safe, the right to be respected and the right to learn.

We aim to:

- Encourage the involvement of both home and school in the implementation of this policy;
- Create an environment that encourages and reinforces good behaviour.
- Define acceptable behaviour and promote good behaviour and discipline;
- Reward good behaviour;
- Minimise incidence of poor behaviour and provide support on the rare occasions when this occurs;
- To promote self-discipline, equality, positive relationships, positive self-esteem and proper regard for authority;
- To ensure fairness of treatment for everyone, irrespective of race, religion, gender, sexuality or disability;
- Promote early intervention and to involve outside agencies where appropriate.

We require all pupils to be ready to learn, to take personal responsibility for their behaviour and model our school values:

- B – Be the best you can be!
- A – Always try your hardest.
- R – Responsible for your actions.
- L – Learn and be confident.
- E – Encourage others.
- Y – You should always be yourself.
- H – Honesty.
- U – Use your initiative.
- R – Resilience.
- S – Strive to achieve.
- T – Take pride in your work.

### **3. Legislation, statutory requirements and statutory guidance**

This policy is based on legislation and advice from the Department for Education (DfE) on:

- [Behaviour in schools: advice for headteachers and school staff 2022;](#)
- [Searching, screening and confiscation: advice for schools 2022;](#)
- [The Equality Act 2010;](#)
- [Keeping Children Safe in Education;](#)
- [Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement 2023;](#)
- [Use of reasonable force in schools;](#)
- [Supporting pupils with medical conditions at school;](#)
- [Special Educational Needs and Disability \(SEND\) Code of Practice.](#)

In addition, this policy is based on:



- Section 175 of the [Education Act 2002](#), which outlines a school's duty to safeguard and promote the welfare of its pupils;
- Sections 88 to 94 of the [Education and Inspections Act 2006](#), which requires schools to regulate pupils' behaviour and publish a behaviour policy and written statement of behaviour principles, and gives schools the authority to confiscate pupils' property;
- [DfE guidance](#) explaining that maintained schools must publish their behaviour policy online.

## 4. Definitions

**Expected behaviour** is defined as;

- Following school and classroom expectations;
- Being kind, respectful and courteous;
- Fair treatment of others regardless of age, gender, race, religion, sexual orientation, ability and disability;
- Showing a positive attitude towards school and learning;
- Embody the school ethos;
- Completing tasks to the best of their ability;
- Using good manners and dining etiquette;
- Using equipment for its given purpose;
- Playing safely and respectfully, taking turns on/with equipment.

**Misbehaviour** is defined as:

- Disruption in lessons, in corridors between lessons, and at break and lunchtimes;
- Non-completion of classwork or homework;
- Poor attitude.

**Serious misbehaviour** is defined as:

- Repeated breaches of the school rules;
- Any form of bullying;
- Sexual violence, such as rape, assault by penetration, or sexual assault (intentional sexual touching without consent);
- Sexual harassment, meaning unwanted conduct of a sexual nature, such as:
  - Sexual comments;
  - Sexual jokes or taunting;
  - Physical behaviour such as interfering with clothes;
  - Online sexual harassment, such as unwanted sexual comments and messages (including on social media), sharing of nude or semi-nude images and/or videos, or sharing of unwanted explicit content.
- Vandalism;
- Theft;
- Fighting;
- Smoking;
- Racist, sexist, homophobic or discriminatory behaviour;



- Possession of any prohibited items. These are:
  - Knives or weapons;
  - Alcohol;
  - Illegal drugs;
  - Stolen items;
  - Tobacco and cigarette papers;
  - E-cigarettes or vapes;
  - Fireworks;
  - Pornographic images;
  - Any article a staff member 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 the pupil).

## 5. Bullying

**Bullying** is defined as the repetitive, intentional harming of 1 person or group by another person or group, where the relationship involves an imbalance of power.

Bullying is, therefore:

- Deliberately hurtful;
- Repeated, often over a period of time;
- Difficult to defend against.

Bullying can include:

TYPE OF BULLYING	DEFINITION
Emotional	Being unfriendly, excluding, tormenting
Physical	Hitting, kicking, pushing, taking another's belongings, any use of violence
Prejudice-based and discriminatory, including: <ul style="list-style-type: none"> <li>• Racial</li> <li>• Faith-based</li> <li>• Gendered (sexist)</li> <li>• Homophobic/biphobic</li> <li>• Transphobic</li> <li>• Disability-based</li> </ul>	Taunts, gestures, graffiti or physical abuse focused on a particular characteristic (e.g. gender, race, sexuality)



TYPE OF BULLYING	DEFINITION
Sexual	Explicit sexual remarks, display of sexual material, sexual gestures, unwanted physical attention, comments about sexual reputation or performance, or inappropriate touching
Direct or indirect verbal	Name-calling, sarcasm, spreading rumours, teasing
Cyber-bullying	Bullying that takes place online, such as through social networking sites, messaging apps, gaming sites, devices or via images, audio, video, or written content generated by artificial intelligence (AI)

## **Barleyhurst Park Primary School has a duty to ensure:**

- Pupils are safe and they understand what to do if they are being bullied;
- Teachers have sufficient knowledge to deal with bullying including cyberbullying in school;
- The curriculum teaches pupils about the risks of new communications technologies, the consequences of their misuse, how to use them safely as well as what to do if they feel that someone is bullying them;
- All e-communications used on the school site or as part of school activities off-site are monitored;
- Internet blocking technologies are continually updated and harmful sites blocked;
- Staff work with pupils and parents/carers to make sure new communications technologies are used safely, taking account of local and national guidance and good practice;
- Security systems are in place to prevent images and information about pupils and staff being accessed improperly from outside school;
- School leaders work with police and other partners to help manage cyberbullying.

## **To enable this to happen we;**

- Collect pupil's mobile phones in at the start of the day and return them at home time;
- Develop a safe and friendly environment;
- Have shared values which are consistent and upheld by all staff and shared with parents/carers and pupils;
- Use pastoral support to help pupils who are struggling;
- Use 'check ins' with a focus on bullying or getting on or falling out;
- Use assemblies and PSHCE sessions to explore bullying and the effects of bullying on others;
- Teach children safe online etiquette.

## **Procedures:**

- Any incidents or allegations of bullying should be reported initially to the class teacher; this will be passed to the Assistant Head or the Deputy Head and recorded on CPOMs;



- They will write to the parents/carers of both the alleged perpetrator and alleged victim and inform them that a bullying investigation has been opened.
- An investigation will then be carried out.
- Once the investigation has been completed;
  - All staff will be advised of the situation and both sets of pupils will be supported;
  - Outcomes of investigations will be reported back to the parents of all the pupils involved;
  - If the outcome of the investigation is that the claim cannot be substantiated the situation will continued to be monitored;
  - If the outcome of the investigated substantiates the claim then restorative principles will be used to help the bully (bullies) change their behaviour.

## **6. Roles and responsibilities**

### **6.1 The Governing Board**

The Governing Board is responsible for:

- Reviewing and approving the written statement of behaviour principles (appendix 1);
- Reviewing this behaviour policy in conjunction with the Headteacher;
- Approving the behaviour policy;
- Monitoring the policy's effectiveness;
- Holding the Headteacher to account for its implementation.

### **6.2 The Headteacher**

The Headteacher is responsible for:

- Reviewing this policy in conjunction with the Governing Board;
- Giving due consideration to the school's statement of behaviour principles (appendix 1);
- Approving this policy in conjunction with the Governing Board;
- Ensuring that the school environment encourages positive behaviour;
- Ensuring that staff deal effectively with poor behaviour;
- Monitoring that the policy is implemented by staff consistently with all groups of pupils;
- Ensuring that all staff understand the behavioural expectations and the importance of maintaining them;
- Providing new staff with a clear induction into the school's behavioural culture to ensure they understand its rules and routines, and how best to support all pupils to participate fully and provide refresher training/updates for all staff;
- Offering appropriate training in behaviour management, and the impact of special educational needs and disabilities (SEND) and mental health needs on behaviour, to any staff who require it, so they can fulfil their duties set out in this policy;
- Ensuring this policy works alongside the safeguarding policy to offer pupils both sanctions and support when necessary;
- Ensuring that the data from the behaviour log is reviewed regularly, to make sure that no groups of pupils are being disproportionately impacted by this policy (see section 13.1).



## 6.3 Teachers and staff

Staff are responsible for:

- Creating a calm and safe environment for pupils;
- Establishing and maintaining clear boundaries of acceptable pupil behaviour;
- Implementing the behaviour policy consistently;
- Communicating the school's expectations, routines, values and standards through teaching behaviour and in every interaction with pupils;
- Modelling expected behaviour and positive relationships;
- Providing a personalised approach to the specific behavioural needs of particular pupils;
- Considering the impact of their own behaviour on the school culture and how they can uphold school rules and expectations;
- Recording behaviour incidents promptly (see appendix 3 for a behaviour log);
- Challenging pupils to meet the school's expectations.

The senior leadership team (SLT) will support staff in responding to behaviour incidents.

## 6.4 Parents and carers

Parents and carers, where possible, should:

- Get to know the school's behaviour policy and reinforce it at home where appropriate;
- Support their child in adhering to the school's behaviour policy;
- Inform the school of any changes in circumstances that may affect their child's behaviour;
- Discuss any behavioural concerns with the class teacher promptly;
- Take part in any pastoral work following misbehaviour (for example, attending reviews of specific behaviour interventions);
- Raise any concerns about the management of behaviour with the school directly, while continuing to work in partnership with the school;
- Take part in the life of the school and its culture.

The school will endeavour to build a positive relationship with parents and carers by keeping them informed about developments in their child's behaviour and the school's policy, and working in collaboration with them to tackle behavioural issues.

## 6.5 Pupils

Pupils will be made aware of the following:

- The expected standard of behaviour they should be displaying at school;
- That they have a duty to follow the behaviour policy;
- The school's key rules and routines;
- The rewards they can earn for meeting the behaviour standards, and the consequences they will face if they don't meet the standards;



- The pastoral support that is available to them to help them meet the behaviour standards.

Pupils will be supported to meet the behaviour standards. They will be supported to develop an understanding of the school's behaviour policy and wider culture. Pupils will be asked to give feedback on their experience of the behaviour culture to support the evaluation, improvement and implementation of the behaviour policy. Extra support will be given if pupils are not clear of the expected behaviours.

## **7. School behaviour curriculum**

The adults within the school have an important responsibility to model high standards of behaviour, both within their dealings with the children and with each other. Adults within the school aim to:

- Create a positive climate with realistic expectations;
- Emphasise the importance of being valued as an individual;
- Promote honesty and courtesy;
- Provide a caring and effective learning environment;
- Encourage positive relationships based on kindness, respect and understanding of the needs of others;
- Ensure fair treatment for all regardless of age, gender, race, religion, sexual orientation, ability and disability;
- Show appreciation of the efforts and contributions of all;
- Promote a caring community, with shared values;
- Encourage a consistent and supportive approach across the school to acceptable and unacceptable behaviour.

We believe that good behaviour is a choice and that we can support all children within the school to make the right choices with their behaviour. We do this through a variety of positive behaviour management approaches and use positive incentives to help pupils to understand that their actions have reactions. Pupils are aware there are positive and negative reactions to behaviour. Where necessary we apply consistent consequences to support pupils to make good/positive choices. When required, we develop and implement individually tailored behaviour plans to ensure all pupils are equipped with the skills to make the right choices.

We are aware that children bring to school a wide variety of behaviour patterns based on differences in home values, attitudes and parenting skills.





Pupils are expected to:

- Behave in an orderly and self-controlled way;
- Show respect to members of staff and each other;
- In class, make it possible for all pupils to learn;
- Move quietly around the school;
- Treat the school buildings and school property with respect;
- Wear the correct uniform at all times;
- Accept sanctions when given;
- Refrain from behaving in a way that brings the school into disrepute, including when outside school or online.

Where appropriate and reasonable, adjustments may be made to routines within the curriculum to ensure all pupils can meet behavioural expectations in the curriculum.

## **7.1 Mobile phones**

Although pupils are allowed to bring mobile phones with them on-site, they are handed to the class teacher at the start of the school day. Pupils should turn their phones off before handing them in. The class teacher will place them in a locked secure location and they will only be taken out to return them to the student at the end of the school day.

## **8. Responding to behaviour**

### **8.1 Classroom management**

Teacher and support staff are responsible for setting the tone and context for positive behaviour within the school. Classroom management and teaching methods have an important influence on children's behaviour. The classroom environment gives clear messages to the pupils about the extent their efforts are valued. The relationship between teacher and pupil, strategies for encouraging positive behaviour, the arrangement of furniture, access to resources and classroom displays all have a bearing on the way children behave.

Staff will:

- Create and maintain a stimulating environment that encourages pupils to be engaged;
- Display the school's behaviour curriculum or their own classroom rules;
- Develop a positive relationship with pupils, which may include:
  - Greeting pupils in the morning and at the start of the afternoon;
  - Establishing clear routines;
  - Communicating expectations of behaviour in ways other than verbally;
  - Highlighting and promoting good behaviour;
  - Concluding the day positively and starting the next day afresh;
  - Having a plan for dealing with low-level disruption;
  - Using positive reinforcement.

### **8.2 Safeguarding**



The school recognises that changes in behaviour may be an indicator that a pupil is in need of help or protection.

We will consider whether a pupil's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm.

Where this may be the case, we will follow our child protection and safeguarding policy, and consider whether pastoral support, an early help intervention or a referral to children's social care is appropriate.

Please refer to our Child Protection and Safeguarding Policy for more information.

## **8.3 Responding to good behaviour**

When a pupil's behaviour meets or goes above and beyond the expected behaviour standard, staff will recognise it with positive recognition and reward. This provides an opportunity for all staff to reinforce the school's culture and ethos.

Positive reinforcements and rewards will be applied clearly and fairly to reinforce the routines, expectations and norms of the school's behaviour culture.

We believe it is essential all pupils receive positive encouragement and good choices are rewarded.

Positive behaviour will be rewarded with:

- Non-verbal rewards such as a smile or a thumbs up;
- Verbal praise;
- Written praise;
- Showing work or achievements to other pupils or staff;
- Stickers;
- Certificates, prizes or recognition in special assemblies;
- Headteacher awards;
- A special pencil/pen can be awarded at the weekly achievement assembly after being nominated by an adult from a different class;
- Star of the week, star reader, star for homework certificates in the achievement assembly;
- Class marbles.

## **8.4 Responding to misbehaviour**

When a pupil's behaviour falls below the standard that can reasonably be expected of them, staff will respond in order to restore a calm and safe learning environment, and to prevent recurrence of misbehaviour.

Staff will endeavour to create a predictable environment by always challenging behaviour that falls short of the standards, and by responding in a consistent, fair and proportionate manner, so pupils know with certainty that misbehaviour will always be addressed.

De-escalation techniques can be used to help prevent further behaviour issues arising, such as the use of pre-arranged scripts and phrases.

All pupils will be treated equitably under the policy, with any factors that contributed to the behavioural incident identified and taken into account.



When giving behaviour sanctions, staff will also consider what support could be offered to a pupil to help them to meet behaviour standards in the future.

The school may use one or more of the following sanctions in response to unacceptable behaviour:

- A verbal reprimand and reminder of the expectations of behaviour;
- Sending the pupil out of class to work (with supervision);
- Setting of written tasks such as an account of their (inappropriate) behaviour;
- Expecting work to be completed at home, or at break or lunchtime;
- Detention at break or lunchtime, or after school;
- Loss of privileges – for instance, the loss of a prized responsibility;
- School-based community service, such as tidying a classroom;
- Referring the pupil to a senior member of staff;
- Letter or phone call home to parents/carers;
- Agreeing a behaviour contract;
- Putting a pupil on report;
- Removal of the pupil from the classroom;
- Suspension;
- Permanent exclusion, in the most serious of circumstances.

Personal circumstances of the pupil will be taken into account when choosing sanctions and decisions will be made on a case-by-case basis, but with regard to the impact on perceived fairness.

Cards will be given to a child to show the severity of the misbehaviour. A yellow card indicates that there has been misbehaviour and this will be recorded in the class behaviour book. A red card will be issued for more severe misbehaviour, this will be recorded on the school's behaviour monitoring system (CPOMS) and reported to the parents/carers that day.

## **8.5 Reasonable force**

Reasonable force covers a range of interventions that involve physical contact with pupils. All members of staff may use reasonable force, but only in the following circumstances, to prevent a pupil from:

- Causing disorder;
- Hurting themselves or others;
- Damaging property;
- Committing a serious offence.

Incidents of reasonable force must:

- Always be used as a last resort;
- Be applied using the minimum amount of force and for the minimum amount of time possible;
- Be used in a way that maintains the safety and dignity of all concerned;
- Never be used as a form of punishment;
- Be recorded on our Physical Intervention Record Form and must also be reported to parents/carers;



If considering using reasonable force, staff should, in considering the risks, carefully recognise any specific vulnerabilities of the pupil, including SEND, mental health needs or medical conditions.

## 8.6 Confiscation and searching

Searching, screening and confiscation is conducted in line with the DfE's [latest guidance on searching, screening and confiscation](#).

### Confiscation

Any prohibited items (listed in section 3) found in a pupil's possession as a result of a search will be confiscated. These items will not be returned to the pupil.

We will also confiscate any item that is harmful or detrimental to school discipline. These items will be returned to pupils after discussion with senior leaders and parents/carers, if appropriate.

### Searching a pupil

Searches will only be carried out by a member of staff who has been authorised to do so by the Headteacher, or by the Headteacher themselves.

Subject to the exception in Appendix 2, the authorised member of staff carrying out the search will be of the same sex as the pupil, and there will be another member of staff present as a witness to the search.

## 8.7 Off-site misbehaviour

Sanctions may be applied where a pupil has misbehaved off-site when representing the school. This means misbehaviour when the pupil is:

- Taking part in any school-organised or school-related activity (e.g. school trips);
- Travelling to or from school;
- Wearing school uniform;
- In any other way identifiable as a pupil of our school.

Sanctions may also be applied where a pupil has misbehaved off-site, at any time, whether or not the conditions above apply, if the misbehaviour:

- Could have repercussions for the orderly running of the school;
- Poses a threat to another pupil;
- Could adversely affect the reputation of the school.

Sanctions will only be given out on school premises or elsewhere when the pupil is under the lawful control of a staff member (e.g. on a school-organised trip).

## 8.8 Online mis-behaviour

The school can issue behaviour sanctions to pupils for online mis-behaviour when:

- It poses a threat or causes harm to another pupil;
- It could have repercussions for the orderly running of the school;
- It adversely affects the reputation of the school;
- The pupil is identifiable as a member of the school.

Sanctions will only be given out on school premises or elsewhere when the pupil is under the lawful control of a staff member.



## **8.9 Suspected criminal behaviour**

If a pupil is suspected of criminal behaviour, the school will make an initial assessment of whether to report the incident to the police.

When establishing the facts, the school will endeavour to preserve any relevant evidence to hand over to the police.

If a decision is made to report the matter to the police, the Headteacher or Deputy Head will make the report.

The school will not interfere with any police action taken. However, the school may continue to follow its own investigation procedure and enforce sanctions, as long as it does not conflict with police action.

If a report to the police is made, the Designated Safeguarding Lead (DSL) will make a tandem report to children's social care, if appropriate.

## **8.10 Zero-tolerance approach to sexual harassment and sexual violence**

The school will ensure that all incidents of sexual harassment and/or violence are met with a suitable response, and never ignored.

Pupils are encouraged to report anything that makes them uncomfortable, no matter how 'small' they feel it might be.

The school's response will be:

- Proportionate;
- Considered;
- Supportive;
- Decided on a case-by-case basis.

The school has procedures in place to respond to any allegations or concerns regarding a child's safety or wellbeing. These include clear processes for:

- Responding to a report;
- Carrying out risk assessments, where appropriate, to help determine whether to:
  - Manage the incident internally;
  - Refer to early help;
  - Refer to children's social care;
  - Report to the police.

Please refer to our child protection and safeguarding policy for more information.

## **8.11 Malicious allegations**

Where a pupil makes an allegation against a member of staff and that allegation is shown to have been deliberately invented or malicious, the school will consider whether to discipline the pupil in accordance with this policy.

Where a pupil makes an allegation of sexual violence or sexual harassment against another pupil and that allegation is shown to have been deliberately invented or malicious, the school will consider whether to discipline the pupil in accordance with this policy.

In all cases where an allegation is determined to be unsubstantiated, unfounded, false or malicious, the school (in collaboration with the Local Authority Designated Officer (LADO), where relevant) will consider whether the pupil who made the allegation is in need of help, or the allegation may have been a cry for help. If so, a referral to children's social care may be appropriate.



The school will also consider the pastoral needs of staff and pupils accused of misconduct.

Please refer to our child protection and safeguarding policy for more information on responding to allegations of abuse against staff or other pupils.

## **9. Serious sanctions**

### **9.1 Detention**

Pupils can be issued with detentions during break or after school during term time. If the detention is during the school day it will not be necessary to inform the pupil's parents/carers in advance. On the rare occasion that the detention is after school, and only with the permission of the Headteacher or Deputy Head, the school will inform the parents/carers and give them plenty of warning.

When imposing a detention, the school will consider whether doing so would:

- Compromise the pupil's safety;
- Conflict with a medical appointment;
- Prevent the pupil from getting home safely;
- Interrupt the pupil's caring responsibilities.

### **9.2 Removal from classrooms**

In response to serious or persistent breaches of this policy, the school may remove the pupil from the classroom for a limited time.

Pupils who have been removed will continue to receive education under the supervision of a member of staff which is meaningful, but it may differ from the mainstream curriculum.

Removal is a serious sanction and will only be used in response to serious misbehaviour.

Staff will only remove pupils from the classroom once other behavioural strategies have been attempted, unless the behaviour is so extreme as to warrant immediate removal.

Removal can be used to:

- Restore order if the pupil is being unreasonably disruptive;
- Maintain the safety of all pupils;
- Allow the disruptive pupil to continue their learning in a managed environment;
- Allow the disruptive pupil to regain calm in a safe space.

Pupils who have been removed from the classroom are supervised by a designated teaching assistant or a member of SLT, and will be removed for a maximum of 30 minutes.

Pupils will not be removed from classrooms for prolonged periods of time (more than 30 minutes) without the explicit agreement of the Headteacher or Deputy Head.

Pupils should be reintegrated into the classroom as soon as appropriate and safe to do so.

The school will consider what support is needed to help a pupil successfully reintegrate into the classroom and meet the expected standards of behaviour.

Parents/carers will be informed on the same day that their child is removed from the classroom.

The school will consider an alternative approach to behaviour management for pupils who are frequently removed from class, such as:

- Use of teaching assistants;
- Short-term behaviour report cards;



- Long-term behaviour plans;
- Pupil support units;
- Multi-agency assessment.

Staff will record all incidents of removal from the classroom along with details of the incident that led to the removal, and any protected characteristics of the pupil in the behaviour log.

## **9.3 Suspension and permanent exclusion**

The school can use suspension and permanent exclusion in response to serious incidents or in response to persistent poor behaviour which has not improved following in-school sanctions and interventions.

The decision to suspend or exclude will be made by the headteacher and only as a last resort.

Please refer to our suspension and exclusions policy for more information.

## **10. Responding to misbehaviour from pupils with SEND**

### **10.1 Recognising the impact of SEND on behaviour**

The school recognises that pupils' behaviour may be impacted by a special educational need or disability (SEND).

If incidents of misbehaviour arise, we will consider them in relation to a pupil's SEND, although we recognise that not every incident of misbehaviour will be connected to their SEND. Decisions on whether a pupil's SEND had an impact on an incident of misbehaviour will be made on a case-by-case basis.

When dealing with misbehaviour from pupils with SEND, especially where their SEND affects their behaviour, the school will balance their legal duties when making decisions about enforcing the behaviour policy. The legal duties include:

- Taking reasonable steps to avoid any substantial disadvantage to a disabled pupil being caused by the school's policies or practices ([Equality Act 2010](#));
- Using our best endeavours to meet the needs of pupils with SEND ([Children and Families Act 2014](#));
- If a pupil has an education, health and care (EHC) plan, the provisions set out in that plan must be secured and the school must co-operate with the local authority and other bodies.

As part of meeting these duties, the school will anticipate, as far as possible, all likely triggers of misbehaviour, and put in place support to prevent these from occurring. Any preventative measures will take into account the specific circumstances and requirements of the pupil concerned.

### **10.2 Adapting sanctions for pupils with SEND**



When considering a behavioural sanction for a pupil with SEND, the school will take into account:

- Was the pupil unable to understand the rule or instruction?
- Was the pupil unable to act differently at the time as a result of their SEND?
- Is the pupil likely to behave aggressively due to their particular SEND?

If the answer to any of these questions is 'yes', it may be unlawful for the school to sanction the pupil for the behaviour.

The school will then assess if it is appropriate to use a sanction and if so, whether any reasonable adjustments need to be made to the sanction.

### **10.3 Considering whether a pupil displaying challenging behaviour may have unidentified SEND**

The school's Special Educational Needs and Disabilities Co-ordinator (SENDCO) may evaluate a pupil who exhibits challenging behaviour to determine whether they have any underlying needs that are not currently being met.

Where necessary, support and advice will also be sought from specialist teachers, an educational psychologist, medical practitioners and/or others, to identify or support specific needs.

When acute needs are identified in a pupil, we will liaise with external agencies and plan support programmes for that child. We will work with parents/carers to create the plan and review it on a regular basis.

### **10.4 Pupils with an education, health and care (EHC) plan**

The provisions set out in the EHC plan must be secured and the school will co-operate with the local authority and other bodies.

If the school has a concern about the behaviour of a pupil with an EHC plan, it will make contact with the local authority to discuss the matter. If appropriate, the school may request an emergency review of the EHC plan.

## **11. Supporting pupils following a sanction**

Following a sanction, the school will consider strategies to help the pupil to understand how to improve their behaviour and meet the expectations of the school. The pupil will be involved in the discussion and will continue to be supported to improve behaviour choices. This may include considering a Behaviour Support Plan.

## **12. Pupil transition**

### **12.1 Inducting incoming pupils**

The school will support incoming pupils to meet behaviour standards by offering an induction process to familiarise them with the behaviour policy and the wider school culture.

### **12.2 Preparing outgoing pupils for transition**





To ensure a smooth transition to the next year, pupils have transition sessions with their new teacher(s). In addition, staff members hold transition meetings.

To ensure behaviour is continually monitored and the right support is in place, information relating to pupil behaviour issues may be transferred to relevant staff at the start of the term or year.

## **13. Training**

As part of ongoing professional development, our staff are provided with regular training on managing behaviour, including training on:

- The proper use of restraint;
- The needs of the pupils at the school;
- How SEND and mental health needs can impact behaviour.

## **14. Monitoring arrangements**

### **14.1 Monitoring and evaluating behaviour**

The school will collect data on the following:

- Behavioural incidents, including removal from the classroom;
- Attendance, permanent exclusions and suspensions;
- Use of pupil support units, off-site directions and managed moves;
- Incidents of searching, screening and confiscation.

The data will be analysed every half term by SLT.

The data will be analysed from a variety of perspectives including:

- At school level;
- By year group;
- At the level of individual members of staff;
- The school will use the results of this analysis to make sure it is meeting its duties under the Equality Act 2010. If any trends or disparities between groups of pupils are identified by this analysis, the school will review its policies to tackle them.

### **14.2 Monitoring this policy**

This behaviour policy will be reviewed by the Headteacher and Governing Board at least annually, or more frequently, if needed, to address findings from the regular monitoring of the behaviour data (as per section 13.1).

The written statement of behaviour principles (appendix 1) will be reviewed and approved by the Governing Board annually.

## **15. Links with other policies**

This behaviour policy is linked to the following policies:

Suspension and Exclusions Policy;



Child Protection and Safeguarding Policy;

Restrictive Physical Intervention Policy;

Anti-bullying Policy.

## Appendix 1: Written Statement of Behaviour Principles

- At Barleyhurst Park Primary School every pupil understands they have the right to feel safe, valued and respected, and to learn free from the disruption of others.
- We consider that being a responsible citizen encompasses being able to make good choices and learning to behave appropriately, having respect for others and the environment in which we work and live.
- All pupils, staff and visitors are free from any form of discrimination.
- Rewards and sanctions are used consistently by staff, in line with the behaviour policy.
- The behaviour policy is understood by pupils and staff.
- Pupils are helped to take responsibility for their actions.
- The suspension and exclusion policy explains that exclusions will only be used as a last resort, and outlines the processes involved in suspensions and exclusions.
- Our key aim is to promote positive behaviours and help the pupils understand the impact that inappropriate behaviours can have and how to make better informed choices in the future.
- Pupils are helped to take responsibility for their actions.
- As a school, we believe it is important to prepare children for the next stage of their life.
- Positive behaviour is the responsibility of all: staff, pupils, governors, parents/career and the school community.

The Governing Board also emphasises that violence or threatening behaviour will not be tolerated in any circumstances.

This written statement of behaviour principles is reviewed and approved by the Governing Board annually.



## Appendix 2: Procedure for Searching

Searches will only be carried out by a member of staff who has been authorised to do so by the Headteacher, or by the Headteacher themselves.

Subject to the exception below, the authorised member of staff carrying out the search will be of the same sex as the pupil, and there will be another member of staff present as a witness to the search.

An authorised member of staff of a different sex to the pupil can carry out a search without another member of staff as a witness if:

- The authorised member of staff carrying out the search reasonably believes there is risk that serious harm will be caused to a person if the search is not carried out as a matter of urgency; **and**
- In the time available, it is not reasonably practicable for the search to be carried out by a member of staff who is the same sex as the pupil; **or**
- It is not reasonably practicable for the search to be carried out in the presence of another member of staff.

When an authorised member of staff conducts a search without a witness, they should immediately report this to another member of staff, and make sure a written record of the search is kept.

If the authorised member of staff considers a search to be necessary, but is not required urgently, they will seek the advice of the Headteacher, Designated Safeguarding Lead (or deputy) or pastoral member of staff who may have more information about the pupil. During this time the pupil will be supervised and kept away from other pupils.

A search can be carried out if the authorised member of staff has reasonable grounds for suspecting that the pupil is in possession of a prohibited item or any item identified in the school rules for which a search can be made, or if the pupil has agreed.



An appropriate location for the search will be found. Where possible, this will be away from other pupils. The search will only take place on the school premises or where the member of staff has lawful control or charge of the pupil, for example on a school trip. Before carrying out a search the authorised member of staff will:

- Assess whether there is an urgent need for a search;
- Assess whether not doing the search would put other pupils or staff at risk;
- Consider whether the search would pose a safeguarding risk to the pupil;
- Explain to the pupil why they are being searched;
- Explain to the pupil what a search entails – e.g. “I will ask you to turn out your pockets and remove your scarf”;
- Explain how and where the search will be carried out;
- Give the pupil the opportunity to ask questions;
- Seek the pupil’s co-operation.

If the pupil refuses to agree to a search, the member of staff can give an appropriate behaviour sanction.

If they still refuse to co-operate, the member of staff will contact the Headteacher or the Deputy Head to try to determine why the pupil is refusing to comply.

The authorised member of staff will then decide whether to use reasonable force to search the pupil. This decision will be made on a case-by-case basis, taking into consideration whether conducting the search will prevent the pupil harming themselves or others, damaging property or causing disorder.

The authorised member of staff can use reasonable force to search for any prohibited items identified in section 3, but not to search for items that are only identified in the school rules. An authorised member of staff may search a pupil’s outer clothing, pockets, bag or possessions.

‘Outer clothing’ includes:

- Any item of clothing that isn't worn wholly next to the skin or immediately over underwear (e.g. a jumper or jacket being worn over a t-shirt);
- Hats, scarves, gloves, shoes or boots.

## **Searching pupils’ possessions**

Possessions means any items that the pupil has or appears to have control of, including:

- Tray;
- Bags.

A pupil’s possessions can be searched for any item if the pupil agrees to the search. If the pupil does not agree to the search, staff can still carry out a search for prohibited items (listed in section 3) and items identified in the school rules.

An authorised member of staff can search a pupil’s possessions when the pupil and another member of staff are present.

If there is a serious risk of harm if the search is not conducted immediately, or it is not reasonably practicable to summon another member of staff, the search can be carried out by a single authorised member of staff.

## **Informing the Designated Safeguarding Lead (DSL)**



The staff member who carried out the search should inform the DSL without delay:

- Of any incidents where the member of staff had reasonable grounds to suspect a pupil was in possession of a prohibited item as listed in section 3;
- If they believe that a search has revealed a safeguarding risk.

All searches for prohibited items (listed in section 3), including incidents where no items were found, will be recorded in the school's safeguarding monitoring system.

## **Informing parents/carers**

Parents/carers will always be informed of any search for a prohibited item (listed in section 3). A member of staff will tell the parents/carers as soon as is reasonably practicable:

- What happened;
- What was found, if anything;
- What has been confiscated, if anything;
- What action the school has taken, including any sanctions that have been applied to their child.

## **Support after a search**

Irrespective of whether any items are found as the result of any search, the school will consider whether the pupil may be suffering or likely to suffer harm and whether any specific support is needed (due to the reasons for the search, the search itself, or the outcome of the search).

If this is the case, staff will follow the school's safeguarding policy and speak to the Designated Safeguarding Lead (DSL). The DSL will consider whether pastoral support, an early help intervention or a referral to children's social care is appropriate.

## **Strip searches**

The authorised member of staff's power to search outlined above does not enable them to conduct a strip search (removing more than the outer clothing) and strip searches on school premises shall only be carried out by police officers in accordance with the [Police and Criminal Evidence Act 1984 \(PACE\) Code C](#).

Before calling the police into school, staff will assess and balance the risk of a potential strip search on the pupil's mental and physical wellbeing and the risk of not recovering the suspected item.

Staff will consider whether introducing the potential for a strip search through police involvement is absolutely necessary, and will always ensure that other appropriate, less invasive approaches have been exhausted first.

Once the police are on school premises, the decision on whether to conduct a strip search lies solely with them. The school will advocate for the safety and wellbeing of the pupil(s) involved. Staff retain a duty of care to the pupil involved and should advocate for pupil wellbeing at all times.

## **Communication and record-keeping**

Where reasonably possible and unless there is an immediate risk of harm, before the strip search takes place, staff will contact at least 1 of the pupil's parents/carers to inform them that the police are going to strip search the pupil, and ask them if they would like to come into school to act as the pupil's appropriate adult. If the school can't get in touch with the



parents/carers, or they aren't able to come into school to act as the appropriate adult, a member of staff can act as the appropriate adult (see below for information about the role of the appropriate adult).

The pupil's parents/carers will always be informed by a staff member once a strip search has taken place. The school will keep records of strip searches that have been conducted on school premises, and monitor them for any trends that emerge.

## **Who will be present**

For any strip search that involves exposure of intimate body parts, there will be at least 2 people present other than the pupil, except in urgent cases where there is risk of serious harm to the pupil or others.

One of these must be the appropriate adult, except if:

- The pupil explicitly states in the presence of an appropriate adult that they do not want an appropriate adult to be present during the search, **and**
- The appropriate adult agrees.

If this is the case, a record will be made of the pupil's decision and it will be signed by the appropriate adult.

No more than 2 people other than the pupil and appropriate adult will be present, except in the most exceptional circumstances.

The appropriate adult will:

- Act to safeguard the rights, entitlements and welfare of the pupil;
- Not be a police officer or otherwise associated with the police;
- Not be the Headteacher;
- Be of the same sex as the pupil, unless the pupil specifically requests an adult who is not of the same sex.

Except for an appropriate adult of a different sex if the pupil specifically requests it, no one of a different sex will be permitted to be present and the search will not be carried out anywhere where the pupil could be seen by anyone else.

## **Care after a strip search**

After any strip search, the pupil will be given appropriate support, irrespective of whether any suspected item is found. The pupil will also be given the opportunity to express their views about the strip search and the events surrounding it.

As with other searches, the school will consider whether the pupil may be suffering or likely to suffer harm and whether any further specific support is needed (due to the reasons for the search, the search itself, or the outcome of the search).

Staff will follow the school's safeguarding policy and speak to the Designated Safeguarding Lead (DSL). The DSL will consider if, in addition to pastoral support, an early help intervention or a referral to children's social care is appropriate.

Any pupil(s) who have been strip searched more than once and/or groups of pupils who may be more likely to be subject to strip searching will be given particular consideration, and staff will consider any preventative approaches that can be taken.