Behaviour Policy

2026-2027

Brockington College

Embrace Multi Academy Trust strives to maintain and improve good provision and outcomes at each of its member schools. Based upon our shared ethos and our values of wisdom, collaboration, respect, integrity, inclusivity, and compassion, we aim to support the learning and development of every person within the trust and our policies are written from this perspective.

Version	Approval Level	Document Status	Date Approved	Review Period	Next Review
V1	Trust Leader	Approved	24/08/2026	Annual	Aug 27

Contents

1. Aims 3
2. Legislation, statutory requirements and statutory guidance 3
3. Definitions 3
4. Bullying 4
5. Roles and responsibilities 6
6. School behaviour curriculum 8
7. Responding to behaviour 8
8. Serious sanctions 19
9. Responding to misbehaviour from pupils with SEND 20
10. Supporting pupils following a sanction 22
11. Pupil transition 22
12. Training 23
13. Monitoring arrangements 23
14. Links with other policies 24
15. Written Statement of Behaviour Principles 24

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. 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 2024
- Searching, screening and confiscation: advice for schools 2022
- The Equality Act 2010
- Keeping children safe in education 2026 (comes into force from 1 September 2026)
- Suspension and permanent exclusion from maintained schools, academies and pupil referral units in England, including pupil movement 2024
- 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:

- Schedule 1 of the Education (Independent School Standards) Regulations 2014; paragraph 7 outlines a school's duty to safeguard and promote the welfare of children, paragraph 9 requires the school to have a written behaviour policy, and paragraph 10 requires the school to have an anti-bullying strategy
- DfE guidance explaining that academies should publish their behaviour policy and anti-bullying strategy.

This policy complies with our funding agreement and articles of association.

3. Definitions

Misbehaviour is defined as:

- Disruption in lessons, in corridors between lessons, and at break and lunchtimes
- Non-completion of classwork or homework
- Poor attitude
- Incorrect uniform
- Non-compliance with rules or instructions
- Internal truancy

Serious misbehaviour is defined as:

- Repeated breaches of the school rules
- Any form of child-on-child abuse including bullying, relationship abuse, physical abuse, sexual violence, sexual harassment, causing someone to engage in sexual activity without consent, upskirting, initiation/hazing behaviours, misogyny/misandry and online abuse
- Vandalism
- Theft
- Fighting
- Smoking
- Racist, sexist, homophobic or discriminatory behaviour
- Misogynistic, misandrist, sexist or gender-based abusive behaviour
- Creation, possession or sharing of AI-generated, digitally altered or deepfake nude/semi-nude images
- Possession of any prohibited/banned items. These include:
    - Knives or weapons
    - Alcohol
    - Illegal drugs
    - Stolen items
    - Tobacco and cigarette papers
    - Snus or any other tobacco pouches or products
    - 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).
    - Mobile phones (please see mobile phone policy)

Other prohibited items

- Energy drinks
- Chewing gum
- Oversized snacks (e.g. sharing bags of crisps)

4. Bullying

Bullying is defined as the repetitive, intentional harming of one 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: • Racial • Faith-based • Gendered (sexist) • Homophobic/biphobic • Transphobic • Disability-based	Taunts, gestures, graffiti or physical abuse focused on a particular characteristic (eg gender, race, sexuality)
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). This also includes deepfakes, AI-generated imagery, manipulated content and impersonation.

Anti-bullying and eSafety lessons are taught through our PSHCE and IT curriculum to ensure that all pupils are clear of the implications and impacts of bullying and know how to keep themselves and others safe.

Pupils, staff and parents/carers can report bullying directly to the Pastoral team for the pupil's year group either in person, via the telephone or email. Pupils and parents can also use 'Voice it' our online reporting system to report the issue, where it will be picked up and actioned by the relevant year team.

Allegations of bullying will be investigated thoroughly and decisions will be taken as to the appropriate actions to take to resolve the issue. This will be the same for incidents occurring in school and out of school (if appropriate evidence can be gathered). Where Sanctions are applied sections 7 & 8 of this policy will be adhered to. Support may be put into place for those involved, and a risk assessment may be deemed appropriate to put into place.

Incidents of bullying will be logged on our school safeguarding systems, where we will track and monitor any patterns that may emerge. Risk assessments will also be stored in the same way.

Our Anti-Bullying Policy can be found here **Our Policies - Brockington College**

5. Roles and responsibilities

5.1 Governors

The Local Governing Committee is responsible for monitoring this behaviour policy's effectiveness and holding the principal to account for its implementation.

5.2 The Principal

The principal is responsible for:

- Reviewing and approving the school's version of the trust's behaviour policy
- Ensuring that the school environment encourages positive behaviour
- Ensuring that staff deal effectively with poor behaviour
- Monitoring how staff implement this policy to ensure rewards and sanctions are applied consistently to 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
- 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 and child protection 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).

5.3 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, recognising hidden stressors for vulnerable pupils including young carers, looked-after children, previously looked-after children and pupils living in vulnerable households.
- Considering the impact of their own behaviour on the school culture and how they can uphold school rules and expectations
- Using de-escalation and positive behaviour strategies to minimise the need for restrictive interventions.
- Recording behaviour incidents accurately and promptly on Bromcom
- Challenging pupils to meet the school's expectations.

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

5.4 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.

5.5 Pupils

Pupils will be made aware of the following during their induction into the behaviour culture:

- 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 and will be provided with repeated induction sessions wherever appropriate.

Pupils 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 and induction will be provided for pupils who are mid-phase arrivals.

6. School behaviour curriculum

Pupils are expected to:

- Uphold the college values.
- Have responsibility for themselves, their attitude and their conduct. We have high aspirations for pupils and the vast majority of pupils respond positively.

Behaviour routines:

Movement:

- Pupils move calmly and in an orderly manner around corridors and within the building at social times, this includes entrance and exit from the building at the start and end of the day
- Pupils will always keep to the left on corridors and stairways
- Conduct and language should be respectful at all times to all members of the school community and its visitors

Social times:

- Pupils will sit down in the indoor social areas, otherwise they will need to go into outdoor social spaces
- Pupils must not access teaching corridors during social times, without express permission from a member of staff
- Pupils will remain in social spaces at social times, and not congregate in toilets or on corridors
- Pupils will always clear away after eating their food and deposit all litter in the bins, and return trays, plates and cutlery to their designated areas
- Conduct and language should be respectful at all times to all members of the school community and its visitors

Pupil response and routines:

- Pupils will not shout, run, push or use abusive or hateful language at any time
- Pupils will arrive on time to lessons and no more than 3 minutes after the start time
- Pupils will treat all others (including staff, pupils and visitors) with respect
- Pupils will say "hello" to others on the corridor, hold open doors and show kindness and compassion when moving around the building as a community
- Pupils will respond positively and politely to adults and follow their instructions

Communication:

- Pupils will maintain respectful communication with all staff, pupils and members of the local community at all times. This includes within the classroom, building and social spaces; and also within the community.

Routines for learning:

- High standards of behaviour provide a positive environment in which teachers can teach and pupils can learn. Low level disruption is not tolerated, and pupils' behaviour should not disrupt lessons or the smooth running of the school. These high standards are supported by our routines for learning:

Meet and Greet	- Pupils will be met at their classroom door by their teacher, teachers will also clear the corridors in the immediate vicinity to their classroom to assist pupils in moving quickly to class. Teachers will conduct a uniform and equipment check on entry to the room

Ready to Learn	- Pupils should enter the room and stand behind their seats, where appropriate, placing their pencil case on the table in front of them. Once the teacher has checked they will be asked to sit in their seat as allocated by the teacher on their seating plan. There will be an entrance activity ready for pupils to engage with immediately on entering. Pupils should bring their required equipment and homework for all lessons, no bags or coats
Retrieval	- The first part of every lesson will be dedicated to recall and retrieval of information previously learnt
Register	- Pupils will give a polite and respectful response to the register
Focus	- Pupils should be focused and engaged in their learning and should never disrupt others
End of lesson routines	- At the end of the lesson pupils will tidy their areas and pack away any equipment used when instructed to do so by the teacher. Pupils will stand in silence behind their chair and wait for their teacher to dismiss them in a calm and orderly manner

Expectations for staff

- Celebrate and recognise good behaviour and respond to poor behaviour in line with our college values and the processes outlined in this policy.
- Teachers are expected to plan and deliver high-quality, stimulating lessons, which allow all pupils to make progress.
- Pastoral managers liaise closely with heads of year to co-ordinate the response to all pupil issues including behavioural matters.
- Heads of year have an overview of the behaviour in the year group and they plan, implement and manage strategies which ensure the highest standards.
- Curriculum leaders are expected to know what the standard of behaviour is like in their areas, to intervene if they are concerned and to praise as required and oversee their faculty systems.
- Support staff reinforce high standards of behaviour across the school.
- The senior leadership team have an overview of behavioural standards across the school; they intervene as required when concerns emerge and support staff at all levels.
- The governors are kept informed of patterns of behaviour across the academy and challenge senior staff if they are concerned.
- Where appropriate and reasonable, adjustments may be made to routines within the curriculum to ensure all pupils can meet behavioural expectations in the curriculum.

Routines for living well together:

- Good relationships between staff and pupils are at the core of our Behaviour, Routines and Standards Policy. Good behaviour by all pupils is essential for the orderly running of the college and for an effective learning environment. It is our collective responsibility to manage behaviour consistently and fairly. Where pupils do not comply with routines and standards of behaviour, staff will follow the Recognition, Reflection and Relocation (3R) system.

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

6.1 Mobile phones

- Pupils must turn off their mobile phones and put them in their school bag during morning line-up

- Tutors will check that mobile phones have been placed into bags at line up before escorting their form into the building
- Once inside the building, pupils must place their bags in their lockers, with phones remaining switched off and inside their bags throughout the school day. Phones must not be removed from bags until pupils have left the inner boundary gate (PE gate) of the school site at the end of the school day
- Pupils are not allowed to have mobile phones on their person on-site; they must remain in their lockers throughout the school day. If they are found to have one it will be confiscated
- Should a pupil refuse to hand over their phone when required, this will be viewed as a serious breach of college rules and will result in a sanction.
- Confiscated mobile phones will be taken to the main office for a parent/carer to collect. The phone will not be returned to the pupil
- In instances where a pupil persistently breaches the school rules regarding the use of mobile phones, it may be required that the pupil either hands their phone in to their head of year or pastoral manager at the start of the day (to be returned at the end), or that the phone is left at home and not brought on to the school site.
- Exceptions to the rules may be permitted, eg for medical or personal reasons.

7. Responding to behaviour

7.1 Classroom management

Teaching and support staff are responsible for setting the tone and context for positive behaviour within the school.

They will:

- Create and maintain a stimulating environment that encourages pupils to be engaged
- Teach every lesson using the 'Brockington way' to ensure all pupils are stretched, challenged and supported appropriately
- Display the behaviour curriculum, Brockington Basics and Beautiful books posters in their classrooms
- Develop a positive relationship with pupils, which will include:
    - Greeting pupils in the morning/at the start of lessons
    - Establishing clear and consistent routines – using our routines outlined below
    - 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 the school behaviour policy (3Rs) consistently
    - Using positive reinforcement.

7.2 Safeguarding

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

We will consider whether a pupil's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm. We recognise that young carers, looked-after children, social worker involvement and vulnerable households may impact behaviour.

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 safeguarding and child protection policy for more information, which is available on our school website.

7.3 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.

Positive behaviour will be rewarded with:

- Verbal praise
- Communicating praise to parents/carers via a phone call or written correspondence
- Issuing VP points
- Issuing WOW Awards
- Certificates, prize ceremonies or special assemblies

Rewards

- Reward, praise and celebration are an important part of our school culture. Our Values Points (VP) system recognises pupils who go above and beyond expectations in their learning or in demonstrating our school values. It runs alongside the school's behaviour system and provides increasing levels of recognition:
- **VP1 – Teacher recognition**: Awarded by staff when a pupil goes above and beyond in their learning or demonstrates a school value. A VP1 is recorded on Bromcom, communicates the recognition to parents/carers and awards three positive points.
- **VP2 – Middle leader recognition**: Awarded by curriculum or pastoral leaders for exceptional commitment, consistently demonstrating the school values, or making a particularly positive contribution within or beyond the classroom. A VP2 is recorded on Bromcom, communicates the recognition to parents/carers and awards five positive points.
- **VP3 – Senior leader recognition**: Awarded by members of SLT to recognise exceptional achievement, effort, contribution, significant improvement or consistently high levels of positive points. Staff may also nominate pupils for this recognition. A VP3 includes personal recognition through a telephone call, letter or email home and awards seven positive points.
- The Values Points system is intended to recognise pupils who go beyond the everyday expectations of school life, while all staff are expected to recognise effort, achievement and positive contributions routinely.

  Other forms of recognition may include:

  - verbal praise and positive communication with home;
  - WOW certificates, praise cards and letters of achievement;
  - recognition in newsletters, assemblies and termly Brockstar celebrations;
  - certificates, badges, trophies and academic awards;

- recognition for participation and achievement in activities and external awards, including the Duke of Edinburgh Award and AOY;

› principal and governor awards for achievement and contribution to school life;

- special celebration events, end-of-year celebrations and awards evenings.

7.4 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, including the use of pre-arranged scripts and phrases, can be used to help prevent further behaviour issues arising.

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.

All sanctions will be lawful, reasonable and proportionate. In determining an appropriate response, staff will take account of relevant individual circumstances, including SEND, disability and safeguarding needs.

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
- Movement of seat within a seating plan
- Moment of reflection outside of the classroom
- 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.

The 3Rs

The main classroom behaviour system used at Brockington College is the 3Rs: Recognise, Reflect and Relocate:

- **Recognise**: At the first instance of misbehaviour, disruption or failure to meet expectations, the pupil will be reminded of the expected behaviour and given the opportunity to correct it.
- **Reflect**: If the behaviour continues, the pupil will be asked to reflect on their behaviour and make the changes needed to meet expectations.
- **Relocate**: If the behaviour continues following Recognise and Reflect, the pupil will be removed from the lesson and relocated to the Alternative Reflection Classroom (ARC).

Where behaviour is sufficiently serious, a pupil may be relocated or receive another appropriate sanction without progressing through each stage of the 3Rs.

Alternative Reflection Classroom (ARC)

The Alternative Reflection Classroom (ARC) provides a supervised learning environment for pupils who have been removed from mainstream lessons. Pupils continue with their learning while having the opportunity to reflect on their behaviour and prepare for a successful return to lessons.

Where a pupil is relocated to ARC following disruption to learning, including disruption in corridors, they will normally spend a minimum of five lessons in ARC, including the relevant break and lunchtime periods.

ARC may also be used in response to more serious or persistent breaches of expectations, including, but not limited to:

- verbal or physical aggression;
- non-compliance or refusal to follow reasonable instructions;
- persistent disruption or preventing others from learning;
- persistent truancy;
- repeated uniform breaches where a pupil refuses to correct them;
- behaviour that compromises the safety of others;
- failure to attend or successfully complete a detention; and
- misuse of toilets.

Detentions

The school operates a central 40-minute after-school detention. Pupils are expected to complete appropriate work throughout the detention. Pupils should bring their own work, with additional resources available where required.

Detentions are supervised by members of staff. Failure to attend or successfully complete a detention may result in escalation to ARC.

Persistent breaches of expectations

The school will monitor patterns of behaviour and seek to intervene where a pupil repeatedly struggles to meet expectations. Alongside appropriate sanctions, additional support may include:

- behaviour or punctuality reports;
- mentoring and coaching;
- support from the Inclusion Team or Chaplains;
- appropriate adjustments to a pupil's programme or timetable;
- Learning and Wellbeing Team (LWT) plans or behaviour support plans; and
- support from external agencies, including Oakfield Short Stay School, where additional intervention or support beyond that available within school is appropriate.
- Interventions will be reviewed according to the individual pupil's needs and circumstances, with the aim of supporting improved behaviour and successful participation in school life.

7.5 Restrictive Interventions, including Reasonable Force

Restrictive interventions are used to prevent, restrict or subdue movement of the body or part of the body of the pupil.

7.5.1 Reasonable force

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

- Causing disorder
- Hurting themselves or others
- Damaging property
- Committing an 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
- Always be recorded and reported to parents/carers
- Never be used when a pupil is on the ground other than to move to a safer position as quickly as possible

- Never restrict breathing, circulation or airway and must never be used as punishment.

In line with statutory requirements from September 2025, all significant incidents involving the use of reasonable force will be recorded and reported to parents/carers, unless doing so would place the child at risk.

When 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.

All incidents involving the use of reasonable force, restraint, seclusion or any other significant restrictive intervention will be recorded in accordance with the school's Restrictive Interventions Policy.

The record will include the reason for the intervention, the actions taken and any follow-up support required. Parents/carers will be informed of any significant incident involving reasonable force, restraint or seclusion as soon as reasonably practicable.

Following any incident, the school will consider whether additional support, risk assessment, reasonable adjustments or behaviour planning are required to reduce the likelihood of recurrence. Incident data will be reviewed by senior leaders to monitor patterns and promote safe and appropriate practice.

For more detail refer to Restrictive Intervention Policy.

7.5.2 Seclusion

Seclusion is a non-disciplinary intervention used only where it is necessary to protect the safety and wellbeing of a pupil and/or others. It is not a punishment, sanction, consequence or behaviour management strategy and must never be used as a response to deliberate or wilful misbehaviour. Seclusion will only be considered where a pupil is experiencing significant emotional or behavioural dysregulation and there is a risk of harm that cannot be managed safely through less restrictive measures.

The school is committed to using preventative and de-escalation strategies to minimise the need for seclusion. Where seclusion is considered necessary:

- It will be used for the shortest possible time
- It will only be used when other appropriate strategies have been attempted or are not reasonably practicable
- It will be proportionate to the level of risk presented
- It will be carried out in a manner that preserves the dignity, welfare and rights of the pupil
- It will take account of any known vulnerabilities, including SEND, medical conditions, trauma history, communication needs and mental health needs.

Where seclusion is used:

- The pupil will be supported in a safe and suitable location
- The pupil will be continuously supervised by an appropriate member of staff
- Staff will maintain communication and reassurance wherever appropriate
- The pupil will be allowed to leave as soon as the immediate risk of harm has reduced, and it is safe to do so

- The pupil will continue to receive appropriate care, support and access to basic needs throughout the period of seclusion.

Following any incident of seclusion:

- The incident will be recorded on the school's behaviour and safeguarding systems
- Parents/carers will be informed as soon as reasonably practicable
- A debrief will take place with the pupil and involved staff
- The school will consider whether any additional support, risk assessment, behaviour support plan, safeguarding response or reasonable adjustments are required to reduce the likelihood of future incidents
- Patterns and trends in the use of seclusion will be monitored by senior leaders as part of the school's behaviour, safeguarding and equality monitoring arrangements.

Seclusion will always be used in accordance with the school's Restrictive Interventions Policy and relevant statutory guidance.

7.6 Searching, screening and confiscation

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 principal, or by the principal 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 not required urgently, they will seek the advice of the principal, 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 – eg "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 principal, 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.

The authorised member of staff may use a metal detector to assist with the search.

An authorised member of staff may search a pupil's outer clothing, pockets, possessions, desk or locker.

'Outer clothing' includes:

- Any item of clothing that is not worn wholly next to the skin or immediately over underwear (eg 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:

- Desks
- Lockers
- 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 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 one of the pupil's parents/carers to inform them that the police are going to strip search the pupil and ask them whether they would like to come into school to act as the pupil's appropriate adult. If the school cannot get in touch with the pupil's parents/carers, or if they are not 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 two 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 two 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 principal
- 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 whether, 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.

Screening

Where it is considered appropriate to screen a pupil before entering the school for safeguarding or safety reasons:

- The pupil will be taken to a private area with two members of staff.
- The pupil will be asked to empty their pockets and bags to check for banned or prohibited items.
- Where appropriate, a handheld metal detector may be used to assist with the screening.
- Any safeguarding concerns arising from the screening will be reported in accordance with the school's safeguarding procedures.
- Where a pupil refuses to be screened, the principal or another appropriate senior leader will be informed and will determine the appropriate next steps.
- Where ongoing or repeated screening of an individual pupil is considered necessary, this will form part of the school's wider safeguarding and risk-management arrangements.

7.7 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 (eg 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 (eg on a school-organised trip).

7.8 Online misbehaviour

The school can issue behaviour sanctions to pupils for online misbehaviour 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
- The creation, possession or sharing of deepfakes, manipulated images, AI-generated abuse, explicit AI content and impersonation
- It is abusive, harassing, misogynistic and discriminatory online communications.

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

7.9 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 DSL/DDSL 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.

7.10 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.

Sexist language, misogyny, misandry and gender-based harassment will be challenged and addressed at the earliest stage. Sexual harassment will never be dismissed as 'banter', 'part of growing up' or 'boys being boys'.

The school has procedures in place to respond to allegations or concerns regarding a child's safety or wellbeing. This includes responding to reports and, where appropriate, carrying out risk assessments to 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 on the school website for more information.

7.11 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.

Our policy on Allegations of Abuse Made Against Staff contains more information on responding to allegations of abuse against staff.

7.12 Child-on-child abuse

The school recognises that children can abuse other children and that child-on-child abuse can happen both inside and outside school, including online. Child-on-child abuse will never be tolerated, dismissed as "banter", "part of growing up" or "just having a laugh", and all concerns will be taken seriously.

All staff are expected to challenge inappropriate behaviours and respond promptly to any concerns. The school recognises that early intervention is essential in preventing abusive behaviours from escalating.

Child-on-child abuse may include, but is not limited to:

- Bullying, including cyberbullying, prejudice-based and discriminatory bullying
- Abuse in intimate personal relationships between children
- Physical abuse, including serious physical assault or threats of violence
- Sexual violence and sexual harassment
- Harmful sexual behaviour
- Upskirting
- Initiation or hazing-type behaviours and rituals
- Misogynistic, misandrist, sexist or discriminatory behaviours

- Consensual and non-consensual sharing of nude or semi-nude images, including AI-generated, digitally altered or deepfake imagery
- Abusive, harassing or threatening online behaviour.

The school adopts a zero-tolerance approach to sexual violence and sexual harassment. Any reports will be managed in line with the school's Safeguarding and Child Protection Policy and may also result in behaviour sanctions where appropriate.

Where a child-on-child incident raises safeguarding concerns, the welfare of all children involved, including both the victim and the alleged perpetrator, will be considered. The school will provide appropriate support, make referrals where necessary and work closely with parents/carers and external agencies as appropriate.

Further information about the prevention, identification and management of child-on-child abuse is set out in the school's Safeguarding and Child Protection Policy.

8. Serious sanctions

8.1 Detention

Pupils can be issued with detentions during break, after school or on weekends during term time, by any member of staff. Further details are outlined above.

The school will decide whether it is necessary to inform the pupil's parents/carers.

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.

8.2 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. This education will be 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 members of SLT or the pastoral team and will be removed for a maximum of 5 school days.

Pupils will not be removed from classrooms for prolonged periods of time without the explicit agreement of the principal.

Pupils should be reintegrated into the classroom as soon as it is 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:

- Enhanced Pastoral support
- Nurture provision
- Use of teaching assistants
- Short-term behaviour report cards
- Long-term behaviour plans
- Pupil support units
- Multi-agency assessment
- External agency support

Where removal is repeated, the school will review the pupil's needs and the effectiveness of existing support, including whether further SEND assessment, reasonable adjustments, pastoral intervention or multi-agency support may be required.

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

8.3 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 principal and only as a last resort.

9. Responding to misbehaviour from pupils with SEND

9.1 Recognising the impact of SEND on behaviour

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

When 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 take its legal duties into account 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. This will include behaviour support plans, trigger identification, proactive support and planning to reduce restrictive interventions.

Any preventative measures will take into account the specific circumstances and requirements of the pupil concerned.

To support pupils with SEND by anticipating and removing triggers of misbehaviour, some reasonable adjustments made are:

- Short, planned movement breaks for a pupil with SEND who finds it difficult to sit still for long
- Adjusting seating plans to allow a pupil with visual or hearing impairment to sit in sight of the teacher
- Adjusting uniform requirements for a pupil with sensory issues or who has severe eczema
- Training for staff in understanding conditions such as autism
- Use of separation spaces (sensory zones or nurture rooms) where pupils can regulate their emotions during a moment of sensory overload.

9.2 Adapting sanctions for pupils with SEND

When considering a behavioural sanction for a pupil with SEND, the school will consider whether:

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

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

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

9.3 Considering whether a pupil displaying challenging behaviour may have unidentified SEND

The school's special educational needs co-ordinator (SENCO) 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.

9.4 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 contact the local authority to discuss the matter. If appropriate, the school may request an emergency review of the EHC plan.

10.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.

Where appropriate, a reintegration meeting involving the pupil, parents/carers, relevant staff and external professionals may take place following suspension, significant ARC placement or a serious behaviour incident.

The following measures may be implemented, where appropriate, to support a successful reintegration into school life:

- a staged reintegration package providing appropriate support and guidance;
- regular contact with a designated member of the pastoral or Inclusion Team;
- a behaviour or punctuality report, where appropriate;
- mentoring by a trusted adult or external mentor;
- support through an LWT Plan or behaviour support plan;
- the use of appropriate diagnostic tools or assessments to identify barriers to learning and better understand the pupil's needs;
- regular reviews with the pupil and parents/carers to recognise progress and address concerns at an early stage; and
- support from external agencies, including Oakfield Short Stay School, where additional intervention or support beyond that available within school is appropriate.

Where a pupil displays repeated behaviour of a similar nature, the school may take into account previous incidents, the effectiveness of earlier sanctions and support, and any relevant individual circumstances when determining an appropriate response. Repeated behaviour may result in a longer suspension, the implementation of additional support or interventions, or consideration of alternative disciplinary measures where appropriate.

Part-time timetables will not be used as a tool to manage behaviour and, if used, will be put in place for the minimum time necessary.

The strategies will be regularly reviewed and adapted where necessary throughout the reintegration process in collaboration with the pupil, parents/carers, and other relevant parties.

Where a pupil has a social worker or is looked after, their individual circumstances will be considered when planning behaviour support. Following significant or repeated removals, ARC placements or suspension, the pupil's social worker and/or Virtual School Head will be involved in reintegration and support planning where appropriate.

11. Pupil transition

11.1 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.

11.2 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.

12. Training

As part of their induction process, our staff are provided with regular training on managing behaviour, including training on:

- restrictive interventions
- trauma-informed practice
- safeguarding updates
- online safety
- AI-related safeguarding training.

13. Monitoring arrangements

13.1 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
- Collection and review of restraint, seclusion and restrictive intervention data.
- Perceptions and experiences of the school behaviour culture for staff, pupils, governors, and other stakeholders (via anonymous surveys).

The data will be analysed every half term by John Stewardson, Assistant Principal for Behaviour and Culture.

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

- At school level
- By age group
- At the level of individual members of staff
- By time of day/week/term
- By protected characteristic.

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.

13.2 Monitoring this policy

This behaviour policy will be reviewed at least annually, or more frequently, if needed, to address findings from the regular monitoring of the behaviour data (as per section 13.1). At each review, the policy will be approved by the trust leader.

This policy is published on the school website and made available to parents/carers on request. Behaviour expectations are communicated regularly to pupils, parents/carers and staff through induction, assemblies, tutor time, staff training and school communications.

14. Links with other policies

This behaviour policy is linked to the following policies:

- Suspensions and Exclusions Policy
- Safeguarding and Child protection Policy
- Mobile Phone Policy
- Anti-Bullying Policy
- Restrictive Interventions Policy.

15. Written Statement of Behaviour Principles

- Every pupil understands they have the right to feel safe, valued and respected, and to be able to learn free from the disruption of others
- All pupils, staff and visitors are free from any form of discrimination
- Staff and volunteers set an excellent example to pupils at all times
- Rewards, sanctions and reasonable force are used consistently by staff, in line with the behaviour policy
- The behaviour policy is understood by pupils and staff
- The suspensions and exclusions policy explains that exclusions will only be used as a last resort, and outlines the processes involved in suspensions and exclusions
- Pupils are helped to take responsibility for their actions
- Families and carers are involved in the handling of behaviour incidents to foster good relationships between the school and pupils' home life.

The Board of Trustees and Local Governing Committee also emphasise that violence or threatening behaviour will not be tolerated in any circumstances.