



**KING EDWARD VI
CAMP HILL
SCHOOL FOR GIRLS**

Educational excellence for our City

BEHAVIOUR POLICY	
Responsible Board/ Committee	Local Governing Body
Policy Type	School Policy
Policy Owner	Deputy Head (Pastoral)
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Publish Online	Yes
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Version	2

School	King Edward VI Camp Hill School for Girls
School Policy Owner	Lyndsey Maginnis
ISGB/SGB Approval Date	September 2023

VISION

To create a supportive and co-operative school environment, with staff and students working towards the shared goal of learning and achievement, where individuals are encouraged to establish personal responsibility for behaviour and performance goals and the values of the school are actively promoted through the curriculum and environment. Our community is inclusive and committed to improving outcomes for all students, eliminating all forms of discrimination, harassment and bullying in order to ensure that each individual is able to fulfil their potential.

This will be achieved by staff, students, parents, governors and local partners where appropriate, working as a team to implement a whole-school behaviour policy that covers all aspects of school life, both on and off-site, including trips and visits.

As a school we strive to resolve any behavioural incidents in a prompt way. To this end and to support the school we ask parents to:

- Reinforce the behaviour policy and the role of staff within it
- Support the school and its implementation of the behaviour policy
- If requested attend meetings with staff to discuss behaviour

This policy is in conjunction with the School Code of Conduct, Anti-Bullying Policy and Drugs Policy. These can be found on the website.

STATEMENT OF PRINCIPLES:

- Every student has the right to learn
- Every teacher has the right to teach
- Every parent/carer has the right to information about their child's progress and behaviour
- All staff, students and parents/carers need to work in partnership in order to facilitate learning and maintain high standards
- All staff, students and parents/carers work in cooperation to create a supportive and encouraging learning and teaching environment
- There is clear guidance for rewards and sanctions to encourage positive behaviour

CODE OF CONDUCT:

General Behaviour

- Walk sensibly around school particularly on stairs, keep to the left. Follow the one-way system between the end of assembly and the end of school
- Demonstrate courteous behaviour and good manners around school
- Keep all areas clean and tidy, free from litter and graffiti
- Use lockers for all valuables and keep them locked

- Mobile devices must be switched off and in lockers from 8.50am - 3.35pm. Sixth form students are allowed to use their mobile phones in the Sixth Form block, but not in main school or during lesson time, unless their teacher has given them permission to do so
- Students are not allowed to eat in classrooms or corridors, only in designated areas of school as indicated in student planners
- Report any concerns regarding behaviour, damage or safety immediately to any member of staff
- Be aware of others and respect them and their belongings. Students should treat others as they would wish to be treated
- Chewing gum is not allowed in school
- Smoking (including vapes/e-cigarettes), alcohol, dangerous or illegal items/substances are not permitted anywhere on the school premises

Uniform for Main School students

Years 7 – 11 must arrive and depart school wearing full school uniform, as well as when representing school. Details of the uniform are on the school website.

Dress Code for Sixth Form students

Students in sixth form are required to follow the school's dress code as detailed on the school website. This includes both in school and when on school trips as appropriate.

Attendance and punctuality

Good attendance and punctuality throughout the day are essential for sustained progress and show self-discipline and commitment. We do not expect students' attendance to fall below 95% without a known and valid reason. Procedures for absence from school are detailed in the student planner.

In the classroom students should:

- Wait outside the room quietly until told to enter by a member of staff
- Arrive on time and enter the room quietly, ready to learn
- Be prepared for lessons, bring all equipment needed
- Listen carefully to the teacher for instructions and information
- Follow instructions, take part and behave appropriately
- Complete work to the best of their ability
- Be polite, courteous and respect the right of everyone to engage in teaching and learning

REWARDS

Rewards are the positive recognition of achievement, contribution and progress and are an important part of maintaining student motivation and high expectations. It is important to reward students who consistently work hard to achieve their best as well as recognising students who show a sustained improvement over time.

Rewards may include:

- Praise/verbal comments
- Written comments
- Prominent display of student work
- House Points
- Praise letters
- Stickers
- Postcards
- Certificates
- Public commendations (in assembly for example)
- Good Egg Award: awarded each week to a member of the form who has made a difference to others in a small way during the week
- Sunshine Award: half termly nomination from the Form Tutor for contributions to the life of the form in Years 7-11
- Celebration event
- Recognition at annual prize giving events and celebrations

SANCTIONS

The school will implement a range of strategies to deal with inappropriate behaviour. Breaching the school rules or any other unacceptable behaviour will be dealt with via sanctions provided they are reasonable and proportionate to the circumstances. Sanctions are used to impress on the student that their behaviour is unacceptable and to deter them from repeating the behaviour in the future.

Reasons for sanctions could include but are not limited to:

- Persistent lesson disruption
- Attendance below the school's expectation
- Persistent poor punctuality
- Inappropriate/incorrect uniform
- Missing/incomplete homework
- Use of mobile devices during school time, unless permission to do so is given (Sixth Form only)
- Physical assault against another student or adult
- Prejudicial abuse (in all its forms) against or towards another student or adult
- Verbal abuse against or towards another student or adult
- Discriminatory behaviour towards others
- Threatening behaviour against another student or adult
- Behaviour involving dangerous or illegal items/substances including possession, supplying or consuming alcohol or drugs (see Drugs Policy for further detail)
- Physical damage to the school or its site
- Theft/extortion
- Any behaviour outside of school, or online, which is damaging to the reputation of the school, or bringing the school into disrepute
- Bullying in all forms, including via social media

Further details regarding bullying, including definitions, examples and sanctions can be found in the school's separate Anti Bullying Policy.

Examples of Sanctions used include:

- Verbal warning
- Written note in planner
- Break/lunchtime detention
- After school detention
- Referral to Subject Leader
- Referral to Head of Year
- Student put on report (punctuality, behaviour, attendance) by HoY/Subject Leader
- Consultation with parents (students may be asked to attend)
- Suspension (Fixed term exclusion)
- Permanent exclusion

Suspensions and Exclusions

In the most extreme of circumstances the Head Teacher will consider exclusion as a sanction. Reasons for this can be, but are not limited to:

- Actual or potential physical violence by the student towards other students or adults in the school community.
- Seriously disruptive behaviour which prevents the proper conduct of a class or classes, seriously interferes with the learning opportunities of others or leads to a breakdown in school discipline.
- Persistent failure to follow instructions given by staff
- Conduct which would endanger other students or staff.
- Illegal activities on the school site, while on a school trip, at a place of authorised work experience or on journeys to or from school (e.g. theft, vandalism, possession, use or supply of illegal drugs).
- Possession of dangerous weapons (including knives of any sort or other items which can deliberately be used as weapons).
- Possession of banned items as per this policy.
- Behaviour posing a serious health and safety risk.
- Sexual misconduct.
- Behaviour likely to bring the school into disrepute.
- Abuse or harassment related to protected characteristics of age, disability, gender reassignment, race, religion, belief, sex or sexual orientation.
- Bullying – verbal, indirect, physical, cyber, sexual, emotional (as defined in the Anti-bullying policy) within a range of sanctions.
- Failure to respond to the school's usual range of sanctions.
- Social Media misuse, including cyber bullying

The term of exclusion will be dependent on the seriousness of the misdemeanour.

Where a very serious offence has occurred, such as a deliberate physical assault, a longer term of exclusion will be applied. Serious misbehavior may result in immediate, permanent exclusion.

A central record of all exclusions will be kept and will be presented to the Governors. The exclusion of students for reasons of non-attendance will not be used.

The school will use alternative sanctions, including use of fixed term penalty notices and the courts.

Suspensions:

A student may be excluded for one or more fixed periods, up to a maximum of 45 school days in a single academic year. Where this is considered appropriate, the details of the exclusion, as required by the Act, will be communicated to the parents / carers on the day the decision is made, firstly by phone (if parents / carers can be contacted) and then confirmed in writing.

Permanent Exclusion:

This will be used when the Head teacher decides that a student should not return to school:

- In response to serious breaches of the school's behaviour policy.
- If allowing the student to remain in school could seriously harm the education and welfare of others in the school.

The school follows the statutory guidance from the Department for Education of the use of exclusion found [here](#).

Searching and screening

The school has the power to search for "prohibited items"/banned items including:

- knives and weapons of any kind including gel guns and BB guns;
- alcohol;
- illegal drugs;
- stolen items;
- tobacco and cigarette papers;
- fireworks;
- pornographic images;
- any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property; and
- any item banned by the school rules which has been identified in the rules as an item which may be searched for.

Weapons and knives and extreme or child pornography must always be handed over to the police, otherwise it is for the Headteacher to decide if and when to return a confiscated item.

Searches will be conducted in line with [DfE guidance](#) and carried out by two members of staff: a member of the Senior Leadership Team and a Head of Year. Consent is not required by parents/carers

but will be sought unless in very exceptional circumstances. Parents/carers will always be informed if a search has taken place.

SEND & MEDICAL COMPLEXITIES

Decisions to exclude are based on behaviours exhibited by individual pupils. If the behaviours demonstrated are linked to a disability, the decision is proportionate based upon the individual needs of the child, in conjunction with the Special Educational Needs Coordinator (SENCO). Reasonable adjustments compared to pupils without a disability may include:

- A reduced sanction compared to a pupil without a disability
- Additional behaviour support
- An alternative sanction

This policy is based on the Special Education Needs and disability (SEND) Code of Practice (2015).

OTHER POLICIES TO REFER TO:

- Child Protection and Safeguarding Policy
- Anti-Bullying Policy
- Trans-inclusion Policy