



## Behaviour Policy

approved by Governors, December 2015

## **Code of Conduct**

At Marden Bridge all staff and pupils will:

### **Respect our school**

- including the equipment and the building in which we learn
- by considering how we use and treat these things and thinking about the other people that share them with us

### **Respect our community**

- including all the pupils, teachers, support staff, cleaners, caretakers, visitors, cooks, families and local residents
- by treating these people and their belongings in the same way that we would like to be treated

### **Respect our learning**

- including all the lessons and activities provided for us
- by being on time, properly equipped and ready to participate

## **PURPOSE OF POLICY:**

- to create and sustain a calm, purposeful, safe and happy environment
- to promote a consistent approach to behaviour throughout the school
- to encourage increasing independence and self-discipline, so that each child learns to accept responsibility for his/her own behaviour
- to help pupils, staff and parents have a sense of direction and feeling of common purpose

## Roles and Responsibilities

<p><b>Senior Leadership Team/Head Teacher</b></p> <ul style="list-style-type: none"><li>•sanction fixed-term exclusions</li><li>•provide intervention for serious concerns as and when requested by Class Teacher or Head of Year</li><li>•act as link for Head of Year</li><li>•report all interventions via Gmail and have Behaviour Support record on SIMs</li></ul>	<p><b>Head of Year</b></p> <ul style="list-style-type: none"><li>•support Class Teachers as requested/required</li><li>•manage children on monitoring records</li><li>•deal with incidents of serious behaviour</li><li>•inform relevant colleagues of any interventions</li><li>•contact parents and guardians as appropriate.</li><li>•communicate all interventions and relevant information to appropriate staff via Gmail system</li></ul>	<p><b>Class Teacher</b></p> <ul style="list-style-type: none"><li>•monitor their class across subjects, communicate with them and act on concerns</li><li>•check and sign planners regularly</li><li>•support Head of Year in dealing with persistent poor behaviour from pupils in their class</li><li>•inform relevant colleagues of any interventions</li><li>•contact parents and guardians as appropriate.</li><li>•communicate all interventions and relevant information to appropriate staff via Gmail system</li></ul>
<p><b>Pupils</b></p> <ul style="list-style-type: none"><li>•follow the Marden Bridge Code of Conduct at all times</li><li>•respond to advice immediately and appropriately</li></ul>	<p><b>Parents</b></p> <ul style="list-style-type: none"><li>•show an interest in all that their child does at school</li><li>•foster good relationships with the school</li><li>•be aware of the school "Code of Conduct" and expectations</li><li>•inform school of any concerns</li><li>•respond to concerns raised by members of staff</li><li>•ensure pupils come to school correctly dressed, equipped and prepared to work</li><li>•ensure pupil planners are read and signed each week</li></ul>	<p><b>Subject Teachers</b></p> <ul style="list-style-type: none"><li>•deal with minor incidents which occur in the classroom using policy guidelines and professional judgement</li><li>•contact parents and guardians as appropriate</li><li>•communicate all interventions and relevant information to appropriate staff via Gmail system</li></ul>

### Mentoring

- **Implemented when:** As and when concerns have been identified.
- **What:** One to one conversations with Class Teacher/Subject Teacher, referral to Behaviour Support / Learning Mentor Referral to appropriate professional.
- **Monitored by:** Class Teacher in first instance, other as dictated by situation.

### Daily Monitoring

- **What:** Every lesson commented on and Red/Amber/Green rated to track poor behaviour.  
Amber = 15 min detention (per amber)  
Red = 30 min detention (per red)
- **Implemented when:** Pupil has not responded to initial mentoring / intervention. Significant concerns have been reported by staff. Pupil sent to remove twice in one term.
- **Monitored by:** Head of Year / Class Teacher Daily

### Individual Behaviour Plan monitoring

- **What:** Target book with bespoke targets addressing the individual's behaviour. Failure to meet targets = X  
Each X = 5 minute detention
- **Implemented when:** Daily monitoring fails to address the individual's behaviour.
- **Monitored by:** Head of Year / Class Teacher Daily

### Pastoral Support Plan

- **What:** target book with bespoke targets addressing the individuals behaviour in liaison with SEND as appropriate
- **Implemented when:** pupil has not responded to Individual Behaviour Plan and is in danger of exclusion
- **Monitored by:** Class Teacher / Head of Year / Senior Leadership Team

### External support

- **if pupils do not respond to actions taken by the school then the following sanctions will be applied**
- placement in **appropriate off-site unit** for a fixed period: Whitley Bay Support Centre; Silverdale School; Moorbridge School
- other outreach services may be employed
- a **Managed Move** to another school may be implemented only if all other interventions have failed and the school, pupil and parents feel that they have exhausted all other avenues of support

## Remove

- Subject Teacher can implement in order to: *remove influences that are disruptive to learning or if safety is threatened*
- Subject Teacher must give pupil reasonable opportunity to respond to advice
- Subject Teacher must provide activity to be completed in remove
- Subject Teacher must inform Learning Mentor why the child has been removed
- Behaviour Support will inform parents by Text Message
- Behaviour Support will record on Google Drive and share with staff

## Subject Teacher / Class Teacher detentions

- issued by staff at their discretion for minor incidents
- can take place during break and lunch at staff discretion
- Teaching staff can implement a detention
- Support staff can make a referral to teaching staff if they feel a detention is warranted
- all detentions must be recorded on Google Drive by Behaviour Support

## Formal staff detention

- 1, 2 or 3 X behaviour support referral
  - 3, 4 or 5 X late arrival at school
  - 3, 4 or 5 X no homework
- Wednesday until 4.15pm**  
**Supervised by staff on rota**

## Head of Year detentions

- 4 - 6 X remove
  - 6, 7 or 8 X late arrival at school
  - 6, 7 or 8 X no homework
  - on consultation with Head of Year
- Thursday until 4.30pm**

## Head Teacher detentions

- 6 - 7 X remove
  - 9 X late arrival at school
  - 9 X No homework
  - on consultation with Head Teacher
- Friday until 4.45pm**

## Internal Exclusion

- can be implemented by Head of Year or Senior Leadership Team
- Head of Year / Senior Leadership Team must inform parents by phone, if phone contact does not succeed then parents/carers must be informed in writing
- Behaviour Support / Head of Year / Senior Leadership Team must make record on SIMS