

# St Bede's Catholic College



## Behaviour Policy

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## BEHAVIOUR POLICY

In order to meet its statutory duties, the Governing Body, from time to time, review a written statement of general principles, to guide the Principal in determining measures to promote good behaviour and has drawn up the following policy, having regard to good conduct within our College community.

### 1.0 Rationale

St Bede's is a calm, industrious college where there is evidence of reciprocity of respect between teachers, staff, visitors and pupils. We have high expectations of ourselves and all those who work within our community. Pupils are encouraged to work hard, to help each other, to be courteous in their relationships and to show respect for property. They are reminded that these high expectations extend beyond the school day, including their journeys to and from college. Pupils are encouraged at an early stage to take responsibility for themselves, their actions and their possessions, and to understand the consequences of particular courses of action.

Most pupils easily meet these high expectations. When behaviour falls short, the normal sanctions are applied, including written impositions, detentions, referral to senior staff, internal exclusion from lessons or exclusion from college, depending on the issue and circumstances.

When pupils behave well, the college is an orderly and productive place of learning and the support of parents is essential when problems with behaviour and discipline start to surface. When the home and college work together, pupils realise the very best from their experience at St Bede's.

Governors aim to provide a happy and safe learning environment for pupils and have agreed sanctions which will be actioned in response to poor behaviour in discipline, or when the safety of personnel is at risk.

### 2.0 Promoting Good Behaviour

The Code of Conduct has been drawn up by staff, pupils and parents, and endorsed by Governors, is clearly displayed in classrooms and outlines our expectations of pupils and each other within our community:

- We should all behave in a way which recognises that each one of us is a unique and special part of God's creation.
- Christian values should affect our own behaviour, and the way in which we treat others.
- We should set ourselves, and adhere to, high standards of behaviour if we are to expect the same of others.
- Each individual has a special part to play in contributing to the success of our college.

In meeting these expectations, the code makes the following demands of pupils:-

- Do not disrupt the learning of others
- Show respect by treating others as you would like to be treated yourself
- Produce work of the highest quality
- Show good behaviour inside and outside of the building
- Show pride in yourself and your college
- Behave well in the dining hall and do not eat food as you move around the building
- Attend College on time and every day, unless illness prevents you

- Be smart, neat and tidy
- Respect your environment so that it is a pleasant place in which to work
- Do not bully or intimidate a fellow pupil
- Do not use e-communication to adverse effect.
- Do not leave the premises during the day without permission.
- Smart uniform and good standards of appearance are expected at all times.

### **3.0 Rewarding Good Behaviour**

Pupils are encouraged to behave well, with support and guidance. It is our desire to celebrate good conduct, and reinforce positive behaviours. There are many opportunities for pupils to receive affirmation and for staff to share good news on progress, achievement and/or conduct with parents. When areas of concern arise, the pupil support staff attempt to address difficulties as they emerge, and to develop in our young people, skills to help them cope with difficult situations so that they develop resilience.

### **4.0 Responding to inappropriate behaviour**

St Bede's has a statutory power to discipline pupils for breaches of college rules, failure to follow reasonable instructions or other unacceptable conduct.

The power to discipline extends to misbehaviours outside college premises and on educational visits, work experience, sporting events and school or public transport where that misbehaviour is seen to bring the good reputation of the college into disrepute or impact on relationships within college. Cyber bullying and/or any other electronic misbehaviours which occur outside the school day will be responded to by the college where this adversely affects the wellbeing of others or their learning.

### **5.0 Authority to discipline**

All teachers and support staff within the classroom or employees of the Governing Body in charge of pupils may impose sanctions when behaviour falls short of our expectations. Other staff who experience difficulties should seek the support of a teacher, tutor or head of house to assist them in bringing about a resolution to a behavioural matter. All sanctions used will be reasonable and proportionate to the circumstance of the case. Account must always be taken of the pupil's age, special needs and/or disability.

Teachers may impose break, lunchtime detentions or additional work where behaviour or industry falls short of expectations.

Calling cards may be used when a child is either disrupting the learning of others and/or behaving in an unsafe manner, and the person in charge is unable to bring about compliance.

Learning and Teaching team leaders and Pastoral leaders may impose after college detentions.

Members of the Leadership Team may impose internal exclusion.

The Principal is the only person who can authorise an exclusion.

## 6.0 Confiscation of inappropriate items

There are two sets of legal provision which enable school staff to confiscate items from pupils.

The general power to discipline enables a senior member of school staff to confiscate, retain or dispose of a pupil's property as a punishment as long as it is reasonable in the circumstances.

Identified members of staff have the power to search without consent for 'prohibited items'. Searches must be undertaken by staff in the presence of one other adult. Prohibited items can include:

- Knives and weapons
- Alcohol
- Illegal drugs
- Stolen items
- Any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property
- Tobacco and cigarette papers
- Fireworks
- Pornographic images

## 7.0 Power to use reasonable force

Members of staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom.

Head teachers and authorised school staff may also use such force as is reasonable given the circumstances when conducting a search without consent for knives or weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornographic images or articles that have been or could be used to commit an offence or cause harm. Bringing such items into college may lead to a fixed term or permanent exclusion.

## 8.0 Pupils who are found to have made malicious allegations against school staff

This would be deemed to be an offence of the most serious nature and be dealt with accordingly. In such circumstances, the age and maturity of the pupil will be taken into account.

## 9.0 Covid-19 behaviour principles

The Behaviour Principles have been devised to allow for the return to be as safe as possible for students and staff, as well as to give excellent learning opportunities for all students.

### Travel to college

- Students to travel to college on foot, by bicycle or by car where possible.
- Where the use of college buses is necessary, students will be required to clean their hands using the provided hand sanitiser when they board and wear a face covering for the entire journey. The face covering must be the students' own and a link to government advice on suitable face coverings can be found here:  
<https://www.gov.uk/government/publications/how-to-wear-and-make-a-cloth-face-covering/how-to-wear-and-make-a-cloth-face-covering>
- Students should arrive in time for the transport to college in the mornings so that the services can keep to schedule as much as possible. If for any reason the transport does not arrive on time, please instruct your child to wait at the stop. If a vehicle has a breakdown, a replacement will arrive in due course.

- Students will be required to sit in year group order, with Post 16 students at the back, working forward to Year 7s at the front. Buses will disembark one at a time to avoid students congregating outside of the college.
- Students using public transport must follow the government guidance for using these services: <https://www.gov.uk/guidance/coronavirus-covid-19-safer-travel-guidance-for-passengers#public-transport>
- Sixth Form students must arrive at college by 8.45am for the daily tutorial period. They must stay on the college site until the end of their timetabled lessons. Trips to the local shops are not permitted. Students must stay on the college site until the end of their timetabled lessons. There will be no re-admittance to the college site if students leave part-way through the day.

### **Entering college**

- There will be no access to the college site for students until 8.30am.
- From 8.30am, the only student access to college will be through the main entrance. Students will queue up along the crosses marked on the main driveway, where they will sanitise their hands before entering the college and move immediately to their designated tutor room.
- The current government advice is that face coverings are not required to be worn in schools during the day.
- Students with disposable face coverings should put them in the bin provided by the entrance in the blue area. Students with multi use face coverings should remove them by the ear straps and put them in a plastic bag for use again later. Students should not remove face coverings by touching their mouth.
- Parents should not attend college without a prior appointment.

### **Lesson rooming**

In accordance with government guidance for students to stay in year group bubbles, each year group will be allocated a section of the college as below and will therefore remain only with students from their own year group throughout the school day:

- |                          |                                      |
|--------------------------|--------------------------------------|
| • Year 7 - Lower A block | • Year 10 - Humanities and RF block  |
| • Year 8 - Upper A block | • Year 11 - Creative block           |
| • Year 9 - Science block | • Year 12 and 13 - Areté and Galileo |

In addition, teachers will move to the students' bubble to teach instead of the usual movement of students to teachers' rooms. There will be opportunities for all students to access practical/creative rooms on a rota basis.

### **Lessons**

- Students will be in normal size classes, with all desks facing forward. Teachers will maintain a 2 metre distance from all students wherever possible.
- Students will have their own exercise books provided and will need to bring their own stationery. Teachers will be limiting the use of individual or shared resources.
- Where teachers have created a seating plan, students should sit in their allocated place and remain there throughout the lesson.
- Any student demonstrating poor behaviour or that incompatible with the safe working practices outlined will be removed to work in an adjoining classroom within their bubble.
- Poor behaviour will be reported to the Vice Principal.

### **Break and lunch times**

- The timings of the school day have been adjusted. Break and lunchtimes will be staggered, with year groups taking it in turns to have their break/lunch in a designated part of the college in order to remain in year group bubbles.
- Students should remain in their designated area and not attempt to mix with other year groups at any time.
- The canteen will run as usual, including the provision of free school meals for eligible students
- The tables in the main hall will be cleaned between sittings but student should dispose of their rubbish in the bins provided.

### **Behaviour**

- Good behaviour, and particularly following instructions from staff, will be even more important than normal to keep everyone in college safe, allow teachers to teach and allow students to learn. Expectations will be very high in this area and we will expect all students to meet them all of the time.
- Social distancing will only work with the full co-operation of all students. Failure to comply with instructions will put students and others at risk and will be dealt with accordingly. The behaviour policy has been amended to reflect Covid-19 and any unacceptable or risky behaviour may result in a fixed term exclusion from college

### **Leaving college**

Both college exits will be used, with years 13, 12, 11, 10 and 9 leaving by the gate by Galileo and years 8 and 7 leaving via the main entrance.

Students will be dismissed at staggered times as below:

|                 |                |
|-----------------|----------------|
| 15.08 – Post 16 | 15.14 – Year 9 |
| 15.10 – Year 11 | 15.16 – Year 8 |
| 15.12 – Year 10 | 15.18 – Year 7 |

It is important that when students are dismissed they move swiftly to leave college and do not congregate. Those students using a school bus should get straight onto the bus to enable others to take their seats in the correct year group order.

- Students travelling home from college by public transport, walking, bicycle or by car should leave the college vicinity immediately.
- Students using college buses will be required to follow the same procedures as adopted in the morning travelling to college.

## **10.0 Conclusion**

It is in the interest of all our community that St Bede's is a well ordered and safe environment so that our children can grow into mature, responsible and resilient adults and that St Bede's remains a great place of learning.

Updated August 2020  
To be reviewed September 2021