

Bicester Technology Studio

Positive Behaviour Management and Pupil Support

Introduction

Bicester Technology Studio (BTS) endeavours to provide a safe learning environment in which students can feel and be safe, enjoy and achieve. BTS recognises the interrelationship between providing high quality teaching and learning opportunities and a stimulating learning environment on promoting positive learning behaviours and good order. BTS's behaviour management strategy emphasises positive strategies and a range of interventions in order that BTS' environment is one of cooperation, respect and shared responsibility. Behaviour is never somebody else's responsibility, it is all of ours.

To achieve these outcome teachers and other BTS employees will be supported so that they are skilled at managing and improving students' behaviour. Every member of staff will help to create a culture of respect by reinforcing and making explicit the desired standards of behaviour.

Aims

To achieve our aims employees at BTS will:-

- Provide a safe, welcoming environment
- Place the emphasis on learning and teaching
- Recognise, praise and reward appropriate behaviour
- Ensure early intervention of any and all appropriate behaviour
- Ensure students follow BTS' expectations at all times.
- Take responsibility for behaviour initially – seeking support/advice when required
- Ensure sanctions are in proportion to the nature of the incident and the circumstances/ needs of the student
- Work in partnership with parents and carers

Principles

1. We model positively and overtly our expectations everyday
2. Everyone is responsible for behaviour
3. Preventative action is more effective than sanction
4. Sanctions will occur the next day
5. Sanctions will have a restorative process

Positive Reinforcement and Rewards.

BTS recognises the power of making explicit the desired standards of behaviour for learning and of positively reinforcing high standards of learning and cooperative behaviours. This has both the impact of teaching and reinforcing expected behaviours and has a motivational role in helping students to realise that good behaviour is valued. Recognising and rewarding positive attitudes and learning behaviours are central to the promotion of good behaviour and good order.

The following should underpin all of our interactions with students and each other:

- Respect each other
- Listen to each other
- Treat everyone as an individual
- De-escalate incidents and seek to reconcile in a calm and sensible manner

Code of Conduct states:

Ready	Respectful	Safe
WHEN LEARNING You are expected to:	ABOUT SCHOOL You are expected to:	IN YOUR GENERAL BEHAVIOUR You are expected to:
Attend all lessons and exams Arrive on time and with the right equipment 6+1 Complete all work on time Not eat or drink in class or study areas, apart from water with a sports or safe cap Keep mobile devices on silent and use only with express permission from a teacher Not use headphones or audio devices around school or during lessons without permission Wear your lanyard and visible ID card at all times Know and follow health and safety instructions	Carry out instructions from any member of staff Remain on task as directed Respond promptly to the signal for attention Listen and be respectful when others are speaking Place litter in the bin Treat the premises with respect Not film or make another image of another person in school Use language of respect and kindness, not bully, harass or offend anyone in person or online	Behave in a thoughtful, considerate and responsible manner Not damage the good reputation of BTS through any bad behaviour on or off site, including online behaviour Pay attention to your own and other's health and safety Follow the ICT agreement

Our success is tested not by the absence of challenges but in the way we address them. BTS uses a range of rewards and positive reinforcement strategies. Examples of these include:

- Praise
- Phone/email/letters home
- Feedback on work and electronic documents
- Postcards home
- Certificates
- Trust Awards
- Trust Bonuses i.e. employee/student of the week

- Criteria for use of Trust credits.

By these means BTS seeks to motivate students, create a positive learning environment, raise student self-esteem, and provide systems which can be used by all staff to contribute to raised levels of achievement.

Business Dress, Behaviour around the Building and Out of Lessons

Students are expected to behave in a manner which respects themselves and others. This applies to use of language, to the way in which they act and behave and to the manner in which they respond, all of which should demonstrate courtesy and consideration.

Positive behaviours include setting high standards by wearing correct Business Dress and moving in a manner which is orderly and respects the health and safety of others. BTS reserves the right to correct inappropriate or incorrect items of Business Dress by making contact with parents or by sending students home with notice to change. Students are not to wear coats in the building.

Behaviour in Lessons

All students are expected to display behaviours which show a respect for their own learning and the learning of others. This includes arriving for lessons on time, equipped for learning. In class they are required to demonstrate positive learning attitudes and to allow others to learn free from disruption. In line with BTS' belief in positive reinforcement, students who display positive learning behaviours should receive praise and recognition. Adverse behaviours, and students displaying adverse behaviours, will be corrected in line with BTS' range of disciplinary sanctions. Additional to the types of behaviours which place a student at risk of exclusion, poor learning behaviours include a lack of effort, a lack of work, failing to complete DL work, off task behaviours which interrupt the learning of others and demonstrating challenge or a lack of cooperation. If students fail to follow instructions from staff "On-Call" may be called and the student removed from the lesson, in this situation the student will be placed in "Internal Isolation" the following day.

Use of Mobile Device/Phone

Students are encouraged to act responsibly in lessons and use of mobile devices/phones is controlled by individual staff in lessons. Students may use mobile devices/phones ONLY with express permission of the member of staff.

Directed Learning rules operate in the same way as lessons with the staff being in control of the learning environment. If a member of staff expressly says no use of devices/phones and a student uses their phone in the lesson the device/phone should be taken off the student "On-Call" called and the device/phone taken to reception until the end of the school day (the device/phone will be placed in the school safe). If the student refuses to hand over the phone they will be removed from the lesson by "On-Call". The student will then be in Internal Isolation the following day. Staff are responsible for recording the sanction on Epraise on the day of the incident.

If any student has their device/phone taken off them 3 or more times in a half term they become a "repeat offender" and the device/phone is taken off them until parents/careers collect the device/phone from school. Repeat offenders will be required to hand their phone in to reception each day from this point onwards. This tariff will be reset each term to allow students to gain trust and responsibility back in the following term.

Consequences

Dependent on student age, the nature of the offence and the severity of the behaviour, BTS will use a range of strategies to correct student behaviour. The range of consequences include:

- Restorative justice conversations
- Making good the missed work
- Loss of Independent Learning Time
- Removal from the lesson to work under supervision elsewhere
- Being placed on report
- Setting improvement targets
- Behavioural contract
- Use of off-site intervention provision
- Internal Exclusion
- In line with BTS's Exclusion Policy, use of external exclusion
- Extended learning slot for catch up work

This list is not intended to be exhaustive or serve as a hierarchical list but serves as illustration of sanctions used.

Exclusion

While BTS will take all reasonable steps to meet individual need and help individuals to improve, BTS will not tolerate behaviours which do not show due regard for the well-being or learning of others, or where in spite of support and intervention there is minimal or no improvement.

In line with BTS's Exclusion Policy, exclusions whether fixed-term or permanent may be used in response to any of the following, all of which are examples of unacceptable conduct and breach the Behaviour for Learning Policy:

- Physical assault against a student
- Physical assault against an adult
- Verbal abuse/threatening behaviour against student
- Verbal abuse/threatening behaviour against an adult
- Bullying
- Racism
- Sexual misconduct
- Drug and alcohol related behaviour
- Damage
- Theft
- Persistent disruptive behaviour
- Weapons related
- Posing a health and safety threat

Also in line with the exclusion policy, BTS will not tolerate persistent and defiant behaviours over time where sanctions and interventions have failed to bring about positive improvement. In these circumstances a student's behaviour would be deemed to be seriously harming the education and welfare of the student or others in BTS, thus placing the student at high risk of permanent exclusion.

For further detail on the circumstances in which BTS will either use a fixed term or permanently

exclude a student, refer to the Exclusions Policy

Behaviour outside BTS

Students who breach BTS's Behaviour for Learning Policy whilst on BTS business such as trips and journeys, sports fixtures or a work-experience placement will be dealt with in the same manner as if the incident had taken place at BTS.

For incidents that take place outside the BTS and not on BTS business, this policy will still have effect if there is a clear link between that behaviour and maintaining good behaviour and discipline among the student body as a whole. This includes behaviour in the immediate vicinity of the BTS or on a journey to and from school. Other relevant factors include whether the student is wearing school uniform or is in some other way identifiable as a student at BTS and whether the behaviours could adversely affect the reputation of BTS.

For acts of aggression or acts which threaten the health and safety of others, BTS reserves the right to involve the police. Equally, if BTS considers that the behaviour might be linked to a young person suffering, or being likely to suffer significant harm, safeguarding procedures may be applied as required.

Active Involvement of Parents

BTS believes strongly in the power of working in close co-operation with parents and of the rights and desirability of parents being actively involved in the education of their child. BTS will therefore seek to involve parents/carers actively on behaviour for learning issues. Approaches will include:

- Early involvement
- Phone calls
- Meetings
- Letters
- Emails
- Supporting students on reports
- Home BTS agreement
- Request to attend reintegration meetings
- Invitations to agency meetings
- Follow up & routine communication
- Parental Portal

Parents are welcome to approach the BTS for informal or formal discussions about their child's education.

Monitoring, Evaluation and Review

The Vice Principal will monitor the implementation and effectiveness of this policy review it annually through the use of data on exclusions and other consequences and report to the Board of Governors. The policy will be promoted and implemented throughout BTS.

Date created: 27 April 2016

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Date of Review: 31 August 2017

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