

# **Bicester Technology Studio**

## **Positive Behaviour Management and Pupil Support Policy**

### **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. The Principal and senior leaders will help to create a culture of respect by reinforcing and making explicit the desired standards of behaviour and by supporting their employees' authority to discipline antisocial and disruptive behaviours, and the students who exhibit such behaviours, and ensuring that this happens consistently across BTS.

### **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

### **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:

- We RESPECT ourselves, others and BTS.
- We take PRIDE in our achievements and appearance
- We come to college to SUCCEED in learning and are ready to LEARN
- We take RESPONSIBILITY for our own actions and learning
- We BELIEVE in our futures

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
- Feedback on work and electronic documents
- Certificates
- Trust Awards
- Trust General Meetings
- Trust Bonuses i.e. employee/student of the week
- Criteria for use of Trust credits.
- Phone calls / letters / postcards/emails

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.

## **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 homework, off task behaviours which interrupt the learning of others and demonstrating challenge or a lack of cooperation.

## **Disciplinary Sanctions**

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 sanctions include:

- Informing students of the errors of their ways and supporting correction
- Restorative justice
- 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.

### **Monitoring, Support and Intervention**

Through the pastoral and guidance systems BTS has employees whose role is to support student welfare and well-being. This includes helping to make explicit BTS' expectations, to reinforce positive learning attitudes, to apply disciplinary sanctions and to monitor behaviours which give rise to concern.

BTS accepts that for a wide variety of reasons some students require additional support in order to learn and display positive learning behaviours. For these students BTS will draw on a range of support interventions in order to support and re-track behaviours. Strategies include consideration of curriculum need, additional learning support, and identification of Special Educational Need, additional internal provision, placement on a behaviour or pastoral support programme and use of external expertise and short term placements.

### **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

### **Freedom from bullying**

BTS recognises that for students to feel and be safe, they need to be supported and protected from the impact of bullying. BTS also acknowledges its duties and responsibilities under the 2006 Education and Inspections Act, The Equality Act 2010 and the Children Act 1989. These place a duty on all schools and academies to have measures to encourage good behaviour and prevent all forms of bullying amongst pupils.

BTS participates in the annual Anti-Bullying Week, incorporating strategies and materials into the Big Debate programme. In respect of anti-bullying BTS seeks to:

- Actively involve and inform parents
- Take any concerns seriously and resolve the issue in a way that protects the child
- Respond in line with a range of strategies including restorative justice while taking appropriate disciplinary sanctions
- Enable students to understand the part they can play to prevent bullying, including when they find themselves as bystanders.
- Make it easy for students to report bullying with the confidence of being listened to and incidents acted on. This includes in and out of school concerns school including cyber bullying.
- Update policy and practice including new technologies, for instance updating 'acceptable use' policies for computers
- Appropriate to student age, promote tolerance, understanding and challenge prejudice through the PSHE programme
- Work with the wider community such as the police and children's services where bullying is particularly serious or persistent and where a criminal offence may have been committed.

The broader elements of ensuring that students are able to understand and respond to risk are covered by BTS' safeguarding practices and through the PSHE programme.

## **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.

## **Screening and searching students**

BTS acknowledges its duties and responsibilities under the Education Acts of 1996 and 2011, Education and Inspections Act 2006 and Health and Safety at Work 1974 in respect of screening and searching students. As a result BTS employees may search students' clothing, bags or lockers without consent for any banned item we believe could cause harm. This process will be governed by internal procedures and will only be undertaken by designated staff.

BTS may give due regard to police involvement or initiating safeguarding processes.

## **The use of reasonable force**

BTS acknowledges its duties and responsibilities under the 2006 Education and Inspections Act in which all school employees have a legal power to use reasonable force to prevent students committing a criminal offence, injuring themselves or others, or damaging property and to maintain good order and discipline amongst students.

It should be noted that employees cannot be directed or required to intervene but will be supported where reasonable force is deemed appropriate. This process is one which requires appropriate training.

## **Malicious accusations against school staff**

BTS recognises that there may be occasions which are justified when a student needs to raise issues about the actions of a BTS employee and has procedures for dealing with concerns. However, where the allegation is clearly one of malicious intent or fabrication, BTS will give due regard to the most appropriate disciplinary sanction to be taken which may include fixed term or permanent exclusion, as well as referral to the police if there are grounds for believing a criminal offence may have been committed.

BTS will also take seriously inappropriate use of technologies including mobile and social networking sites which are targeted at BTS employees.

## **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

Date agreed: 27

April 2016

Date of Review: 31 August 2017