

BEHAVIOUR POLICY

The Governing Body has adopted
The Meridian School Behaviour Policy.

Date adopted by the Governing Body: June 2015
Updated September 2016

Chair of Governors:



Date of Review: September 2017

Introduction

Meridian follows the principle of positive behaviour management. Every student has the right to learn and succeed in their studies and disruptive behaviour by students is not tolerated. We focus on rewarding positive behaviours and dealing with students' poor behavioural choices quickly, professionally and in a non-confrontational manner.

1. Rewards

- a) Teachers will reinforce good behaviour by praising good work and citizenship.
- b) Achievement Points will be awarded to students for good work, effort and citizenship.
- c) Students accumulate Achievement Points, which are then converted to rewards.
- d) Students' net points, calculated by subtracting Behaviour Points from Achievement Points, are converted to House Points to contribute to the annual House competition. Students' achievements count - for themselves and their House community.
- e) Students' efforts in accumulating House Points will be recognised and celebrated.
- f) Students will be sent postcards for excellent work and/or achieving a high number of Achievement Points.
- g) For exceptional effort or achievement, students will receive a Headteacher's Commendation.
- h) Outstanding contribution to their House is recognised yearly at Presentation Evening.
- i) The Governing Body receives a report on the Rewards Scheme at the Spring meeting.

2. Sanctions

- a) Where students make poor behaviour choices, they will receive a warning. If the warning is not heeded, the member of staff will take action. This may be to send the student out for a few minutes, move the student's position in the classroom, remove the student to the Head of Department's classroom, issue Behaviour Points or, if the behaviour warrants it, have the student removed from the classroom and sent to the supervision room.

3. Detentions

- a) If a student's behaviour in a lesson is unacceptable the teacher will give a lunchtime detention or a Senior Tutor (ST) detention depending on the severity of the behaviour.
- b) If a student fails to attend lunchtime detention, this will be escalated to ST detention.
- c) Any student failing to attend the ST detention will be given a Senior Leadership Team (SLT) detention on a Friday for 80 minutes.
- d) Each time a student is detained, parents are contacted via text message or email.

4. Period 6 Extended Learning

- a) If a student's homework/classwork is unsatisfactory, they will have an opportunity to complete the work to the required standard at lunchtime or after school. If students do not attend or complete their work, parents will be informed and the work will be sent home for completion. A record of unfinished work/homework will be kept by the ST; parents will be called in for a meeting if this is repeated and becomes a cause for concern.

5. Emergency Alert

- a) In cases of extreme behaviour, staff will send an Emergency Alert. This will lead to removal of the student for part or all of the lesson. The student will face subsequent appropriate sanction.

6. Reports

- a) Students may be put onto report by subject teachers and Heads of Department at any time if the quality of their work is of concern. Similarly, Tutors, Senior Tutors and SLT may put students on report at any time if their behaviour is of concern.
- b) Behaviour Points are monitored and when students reach a trigger point, they will be moved up the reporting pyramid:
 - i) Tutor Report (White)
 - ii) Senior Tutor Report (Green)
 - iii) SLT Report (Red)
 - iv) Governors' Disciplinary Committee
 - v) Headteacher: consideration for permanent exclusion/ alternative provision.
- c) At each reporting stage, students' behaviour choices will determine targets which are reported on by teachers in every lesson.
- d) Tutor (White) reports are normally 2 weeks in length, whilst ST (Green) and SLT (Red) will normally vary between 3 - 6 weeks.

7. Governors' Disciplinary Committee

- a) The purpose of this Committee, made up of two Governors and an SLT member, is to give students a "Last Chance" hearing to avoid/prevent formal exclusion.
- b) This will meet for students who have accumulated more than 300 Behaviour Points, or if a student is at risk of permanent exclusion for repeated serious incidents.
- c) Parents will be invited to attend a meeting which will take place during the school day.

8. Exclusions

- a) Students may be excluded, internally or externally, for serious incidents or for continued poor low level disruptive behaviour.
- b) All decisions to exclude are taken by the Headteacher or, in her absence, the Deputy Head or the Assistant Head.
- c) Exclusions may be external, fixed-term, or internal.
- d) Following the exclusion, parents and the student will be expected to attend a Post-Exclusion Meeting at the school, where expectations for the student's future behaviour will be made clear.
- e) External Exclusions are a final sanction and follow DFE guidelines.
- f) Governors will be provided with a termly update via the Head's Report.

9. Alternative Provision

- a) Where a student has specific emotional or physical problems which lead to poor behaviour choices, alternative provision will be used to address the student's problems which may include 1-1 work, drama therapy, counselling, group work, tactical withdrawal from lessons, reports or mentoring, with rewards as appropriate. External agencies may be used, including the Educational Psychologist or the Attendance Improvement Officer among others, depending on the needs of the student.
- b) Where a student is at risk of being permanently excluded, alternative provision will be explored. This may be a period of respite at the North Herts Pupil Referral Unit.
- c) A Managed Move may be offered to the student and her/his parents.

Appendix A

BEHAVIOUR EXPECTATIONS

Be polite and respectful towards staff and other students

Phones should be put away and switched off or to silent for lessons



Remember that your behaviour has an impact on those around you

REWARDS

Achievement points

Prizes

Postcards or letters home

Entry into prize draws

Head's Commendation

Success!

Trips

Better results

CONSEQUENCES

Behaviour points

Department detentions

Senior Tutor detentions

SLT detentions

Phone call/letter home

Parents called into school

Not allowed on trips

Exclusion



Appendix B

SUPERVISION ROOM 2016 – 17 (September 2016)

1. Supervision will take place in B18 where a member of staff will be on duty
There will be 5 individual desks spaced out as exam desks and facing the door

2. Criteria for being in Supervision:

- Serious disrespect (e.g. refusal to hand phone over but if student hands it over in Supervision, should go back into lesson)
- endangering others (not to be sent back into lesson)
- abusive language to staff (not to be sent back into lesson)
- abusive language to students (may go back into lesson with apology etc)
- if a student has an arrangement to be out of lessons for an agreed time period

Not for Supervision:

- if no PE kit or ingredients etc for lesson
- if not ready to do CA
- if missed exam
- student 'cooling off' for a few minutes outside classroom
- if students take themselves to Supervision, send back to lesson, record (it will lead to ST detention)
- teachers sending students directly to Supervision – they will be sent back (and there will be follow-up with SLT line manager)

3. Procedure:

- i) Staff press emergency alert on G04S (Student Welfare Officer on duty will keep check on email)
- ii) Student Welfare Officer on duty collects student and takes to Supervision
- iii) Teacher makes decision whether student goes back into lesson (against criteria & judgement) with Student Welfare Officer
- iv) Teacher on duty in Supervision Room completes Record sheet. Record kept in room and copies made for Senior Tutor and HOD at the end of the day by SWO
- v) HOD takes action in consultation with Senior Tutor if necessary
- vi) Teacher pressing Emergency Alert phones home same day to discuss issue with parent and logs the points
- vii) Senior Tutors have overall daily picture

- viii) If Cover Supervisor calls Emergency Alert, SWO takes student to HOD instead of Supervision
- ix) If Emergency Alert pressed 3 times or more on same student, Senior Tutor to contact home