

Principles:

As an academy our core purpose is to ensure the highest possible standards of learning and teaching that lead to high standards of attainment and achievement for all students. To achieve this we need to ensure we have a safe, positive and support climate for learning. By creating this climate we will enable staff and students to have the best opportunity to succeed in all they do.

This statement of principles for behaviour and discipline includes our expectations of staff and students, the purpose of our behaviour policy, how we promote positive behaviour, consequences of unacceptable behaviour and why sanctions are applied for misbehaviour. The principles are directly related to our Academy values and ethos and our belief that all children and young people have a right to be treated with respect and dignity.

Within the Freebrough community we operate in a climate of mutual respect. This is evident in the expectations we have of each other in terms of how we speak to each other, respond to each other and support each other. Positive behaviour in classrooms, communal areas of the Academy and in the local community is a major priority. Behaviour that is perceived as verbally and physically abusive, sexist, homophobic, humiliating, bullying and racist is not acceptable by or towards any member of the Academy or wider community. The purpose of our behaviour policy is to:

- ☉ **fulfil the governors duty of care to students and staff, enabling them to feel safe and valued in the Academy**
- ☉ **promote a calm and positive climate for learning, that ensures effective learning and teaching takes place, leading to high standards of attainment for all students**
- ☉ **establish and maintain the highest standards of behaviour in all areas of the Academy at all times**
- ☉ **ensure that the reputation of Freebrough is positive in the local and wider community**

At Freebrough we promote good behaviour by ensuring that Academy expectations are well communicated and understood by students and parents. This is the responsibility of all staff at Freebrough. Positive behaviour is modelled by key members of the Academy community such as staff, Governors, student ambassadors and prefects. We support each other to recognise and display positive behaviour for learning. Good behaviour is reinforced and rewarded by staff. Staff deal with misbehaviour in a calm and rational way, developing strategies to de escalate situations and avoid confrontation.

As an Academy we respond quickly and consistently to misbehaviour. Misbehaviour will be dealt with through a range of sanctions. The sanctions are designed to communicate to students that their behaviour is not acceptable and that the Academy disapproves of the behaviour, as well as to send a message to other students that this behaviour will clearly not be tolerated and any similar behaviour in the future by any other student will be dealt with accordingly.

We recognise that the application of rewards and sanctions needs to be done with regard to each individual situation and individual students involved whilst adopting a consistent approach. The discretion of the Principal and those members of the Senior Leadership with delegated responsibility will be used in each case as required.

The Governors expect that our policy and action will be in accordance with their responsibilities under equality legislation.

At Freebrough our code of conduct has been developed by all students within their vertical tutor groups. It is displayed in all classrooms and around the academy. It is simple and focused. The code of conduct is:

In our Academy we will:

- **Be fully equipped for every lesson and arrive on time**
- **Respect each other and our learning environment.**
- **Follow instructions and focus on learning**

- **Strive to achieve our targets and perform to our very best**
- **Be responsible members of our community and represent the Academy in a positive way.**

This will continually reviewed and developed with staff and students into descriptors for expected behaviours and displayed in key areas around the Academy

As a result of legislation Academies have the power to:

- Use detentions as a sanction for misbehaviour
- Use fixed term and permanent exclusion as a sanction for misbehaviour. Exclusion may be external, where a student is sent home, or internal, where a student is expected to attend the Academy internal or external centre (see Exclusion Policy)
- Search for offensive weapons
- Confiscate items seen as inappropriate/dangerous
- Punish students for actions off site, for example during Academy trips, work experience placements, away sports fixtures. This also includes the power to exclude a student for behaviour outside of Academy that is not on Academy business but poses a risk to maintaining good behaviour and discipline among other students
- In Freebrough only the Principal or designated Deputy Principal has the power to formally exclude a student

Policy into Practice

Staff should create a positive climate for learning:

In the classroom:

- Be there on time
- Meet and greet
- Smile
- Know and use first names
- Show respect: be fair and consistent
- Share explicit expectations for the Learning Environment
- Allow time for thinking and listening
- Use eye contact
- Speak calmly, avoid shouting, be mobile
- Use a seating plan
- Plan engaging, challenging lessons that offer a variety of learning styles for all abilities
- Remember that motivation is easier to destroy than create
- De-escalate situation avoiding confrontation
- Don't send students to stand outside of a classroom but create an area to isolate a student inside of the room
- Don't physically restrain students or block their path out of a classroom/corridor
- Challenge breaches of uniform including; shoes, jewellery, wearing of sweatshirts/T shirts on or underneath agreed uniform
- Avoid sending students out of the room to go to use printers
- Don't allow students in groups to go to the toilet
- Issue an agreed red pass if a student needs to leave the classroom

Across the Academy

- Support each other around the academy by reinforcing academy policies
- Help out by encouraging students to move briskly between lessons
- If you are passing check known hiding places
- Ask students to show their red pass if out of class during lessons
- Ask students to remove outdoor clothing when walking around the academy
- Encouraging students to dispose of litter appropriately and picking up litter dropped in and around the building

Behaviour for Learning in Freebrough:

At Freebrough we recognise that positive behaviour is encouraged and developed within a culture where it is recognised, taught, rewarded and celebrated by all stakeholders. Processes which we use at Freebrough:

We recognise positive behaviour and achievement through:

- verbal and non verbal praise
- assessment for learning
- the Heroes and Prefect system
- display of Vivo points
- positive comments in student planner

We teach positive behaviour for learning through:

- whole Academy and small school assemblies
- teaching expectations in lessons and in tutorial
- modelling positive behaviour on a daily basis
- the Pastoral Programme/Enterprise Days
- student leadership programmes
- the Human Utopia Programme

We reward positive behaviour and achievement in the following ways:

- praise letters/postcards
- 'Star Pupil'
- 'Student of the Term'
- Academy roll of honour
- Awarding Vivo points
- faculty/pastoral rewards for Enterprise Days
- termly/yearly certificates for success in subject areas, co-ordinated by staff in a pastoral role
- GCSE high achiever awards
- GCSE subject achievement awards
- Awarding of Hero and Prefect status in years 10 and 11

We celebrate Positive Behaviour and Achievement through:

- assemblies
- year 11 Prom
- display
- plasma screens
- Academy newsletter
- press coverage

Consequences for unacceptable behaviour:

To be effective and meaningful consequences must be quickly and consistently applied by all staff in the academy in accordance with academy policy and procedure.

In classrooms consequences are to be noted by adding the student's name or initials to the A3 "**Consequences Board**" that is displayed in every classroom. The consequences system is not negotiable at the time of use.

The board is to be cleared at the end of each lesson and sanctions to be logged electronically on SIMs as soon as possible to support intervention.

The key to success is to avoid confrontation; if a student is late they go to C1, you do not need to know why but they need to realise they are on the board. There is no blame for C1. It is a signal to the student to be careful.

- **C1 and C2** to be used at your discretion
- **C3** issue a detention (Time and Place according to faculty policy)
- **C4** Send for assistance through the "on call" system.. It is the responsibility of the person on duty to decide whether or not to remove the student from the classroom.

- Complete log on SIMs at the appropriate time
- **NO STUDENT** should be standing outside of a classroom
- The person in the “on call” room will complete the student log, inform parents and check that the detention has been completed
- The class teacher is responsible for the follow up
- It is very important that the incident is logged as soon as possible for an effective and constructive dialogue to take place
- Pastoral Leaders will monitor behaviour logs

On Call

Do not leave your classroom to call for assistance, use the system on SIMs. Student reception will direct whoever is on duty to your room. The staff member will aim to resolve the issue and make a judgement about whether or not to escort the student to the on call room.

- Never send an unaccompanied student to on call
- Do not draw your class’s attention to the problem by speaking over them as the duty person arrives
- **Repeated C3/C4** would necessitate strategies within faculties to modify behaviour
- It is important that **HoF** monitors the incidence of **C3/C4** and refers to Tutors and Pastoral Leaders **after** strategies have been tried. These strategies would include:
 - ✓ Detention
 - ✓ Parental Contact
 - ✓ Faculty Report
 - ✓ Group Changes
 - ✓ Faculty Isolation/Hot Spot
 - ✓ Other creative solutions/strategies
- Tutors will monitor cross curricular issues and apply appropriate strategies before informing Pastoral Leaders to trigger student support intervention. Tutor strategies could include:
 - ✓ Counselling
 - ✓ Informing parent

Detention:

Detention is used at Freebrough as a sanction for misbehaviour. All teachers at Freebrough have the authority to use detention if your child’s behaviour is not of the standard expected by us. The use of whole class detentions is not acceptable at Freebrough. Staff will identify the students misbehaving in a class and may use detention as a sanction for them. If a student fails to attend a detention a **notice** will be sent of a **second chance** detention. You may ask a PL/HoF/HoS to bring a student to a second chance detention. If the students doesn’t attend a second failure will be referred to the AP HoS.

Staff, students and parents need to have an understanding of the process in Freebrough. This will be communicated through a series of FAQ:

How will I know if my child has been given a detention?

The Academy will give parents 24 hours written notice of a detention. The notice will say:

- a) that your child has been given a detention
- b) why the detention was given
- c) when, where and how long your child will have to stay at Academy

How will I receive notice of my child’s detention?

The Academy will give parents/carers notice in one of the following ways:

- a) handing the notice to you as the parent/carers
- b) hand deliver or post to your last known address
- c) any other effective method such as fax, email, text or giving the notice to the student to deliver (this will be followed up with a telephone call)

Once the notice has been sent the Academy will assume that the parent/carer has received it even if there has been no response. The notice will be sent to the parent/carer who the child lives with.

How long will the detention last?

No detention will last longer than 1 hour. Some may be shorter. This will depend on the reason for the detention and the frequency of the behaviour.

What will my child do during a detention?

Work will be set by the member of staff who has issued the detention. This might be subject based or linked to the reason for the detention.

What do I do if I don't agree with the detention?

You need to make contact with your child's Pastoral Leader to discuss your concerns. You should present relevant facts for the Academy to take into account. Examples of relevant facts include:

- a) that the detention is on the day of a religious festival celebrated by the family
- b) concern about the length and safety of the route the child will have to walk from Academy to home
- c) the need for transport home if the child cannot be collected that day or reasonable alternative arrangements cannot be made

If it is decided that the detention should still go ahead and you still don't agree you can complain to the Principal and Governing Body by using the Academy's complaints procedure

Whose responsibility is it to make sure that my child gets home safely after a detention?

The Academy will take into consideration how far a child has to travel and the safety of the journey when given a detention. However, the responsibility for making arrangements and paying for travel lies with the parent/carer.

When will a detention be held?

A detention will usually be held after Academy day. Detentions can also be held at lunchtime. In agreement with the parent/carer and child, detentions may be held on a Saturday morning, early morning or during a holiday/training day

Confiscation:

If students bring materials or articles on to the Academy site that are inappropriate and/or used inappropriately, staff are authorised to remove them from the student. Depending on the article and the circumstances the item will generally be returned to the student at the end of the Academy day or returned to parents following a discussion on future expectations of students. Confiscation of specific items will include:

Mobile telephones:

Inappropriate use of mobile phones can cause distress and upset to other stakeholders in the Academy if they are used to:

- take photographs/videos of staff/other students without their permission
- bully or harass any member of the Academy community/through inappropriate use of text messaging, camera or video
- bring the Academy into disrepute through posting of images onto social networking sites and You Tube

Students are not allowed to bring mobile phones into Academy. Staff have the authority to confiscate mobile phones from students. Mobile phones will be returned to parents following a discussion on future expectations of students. This sanction will be reviewed with governors, staff, students and parents in the summer term 2011.

Personal stereos:

The instruction to students is not to bring ipods/CD players/radios etc into Academy. If they are used during lesson time or in between lessons they will be confiscated by staff and will result in the article being returned to a parent as part of discussion to reach an agreement about future use.

Jewellery:

For health and safety reasons and security of property, students are allowed to wear one wristwatch, one small pair of earrings and one ring. If students exceed this they will be asked to remove the excess jewellery. If students continue to wear more than the permitted jewellery it may be taken from them after they have removed it and kept until the end of the Academy day. If students continue to wear excess jewellery this will be confiscated and returned to parents as part of an agreement and discussion about future expectations.

The Academy will not return items thought to be dangerous/inappropriate to students. These will be returned to parents upon agreement about future expectations.

Illegal items will be given to the police.

Screening and searching students for weapons:

It is a criminal offence to have a knife or offensive weapon on Academy premises. The following are banned from being brought into Academy by students:

- anything which has a blade or is sharply pointed, this includes folding pocket knives
- any article that is made or adapted to injure a person or any article carried by a student to injure another person. The three main types of articles are:
 - a weapon made for injury, such as a gun
 - an article adapted for causing injury, such as a broken bottle
 - an article not made or adapted for causing injury but is intended to be used by the person who has it for harming others, eg a baseball bat
- any article used to cause injury or damage such as fireworks, aerosols, paint sprays, etc

To ensure knives and offensive weapons are not brought into Academy, staff will work with the local community police officers to search students (with or without consent), where it is suspected they are carrying any of the above.

In the event of a student being suspected of carrying a weapon the incident will be dealt with by senior members of staff and will generally include the following:

- the student will be asked to volunteer the weapon
- if the request is refused and there are still suspicions, the Academy will request police assistance
- the student will be isolated in Academy and supervised by at least 2 members of senior staff until the police arrive
- the student will be searched by the police on arrival. This may result in the student being arrested if a weapon is found
- if a suspected student leaves the room they are being supervised in, whether or not they stay on the Academy premises, the police will be requested to look for that student
- If an offensive weapon is discovered it is possible that the student will be arrested by the police on recovery of the weapon
- The Academy will keep a record of the search which will be kept in the students file
- The Academy will generally inform parents/carers if their child has been searched and offer an opportunity to discuss the matter
- Parents can complain about a search to the Principal and Governing Body, using the Academy's complaints policy
- Carrying an offensive weapon in Academy could result in the permanent exclusion of the student involved
- The Academy may carry out occasional random searches of groups of students across a Academy year as a preventative measure under the direction of the Principal

Working with the Police:

Staff at Freebrough have very positive relationships with our community police officers. They are regular visitors to the Academy to advise and support staff, students and parents.

Staff may seek advice from the police in connection with:

- drug related behaviour
- threatening and/or violent behaviour by students/parents

- in extreme cases of bullying and harassment, including 'cyber' bullying (use of internet/mobile phones, etc)
- theft
- times when a student is thought to be at risk

Staff may seek support from the police to:

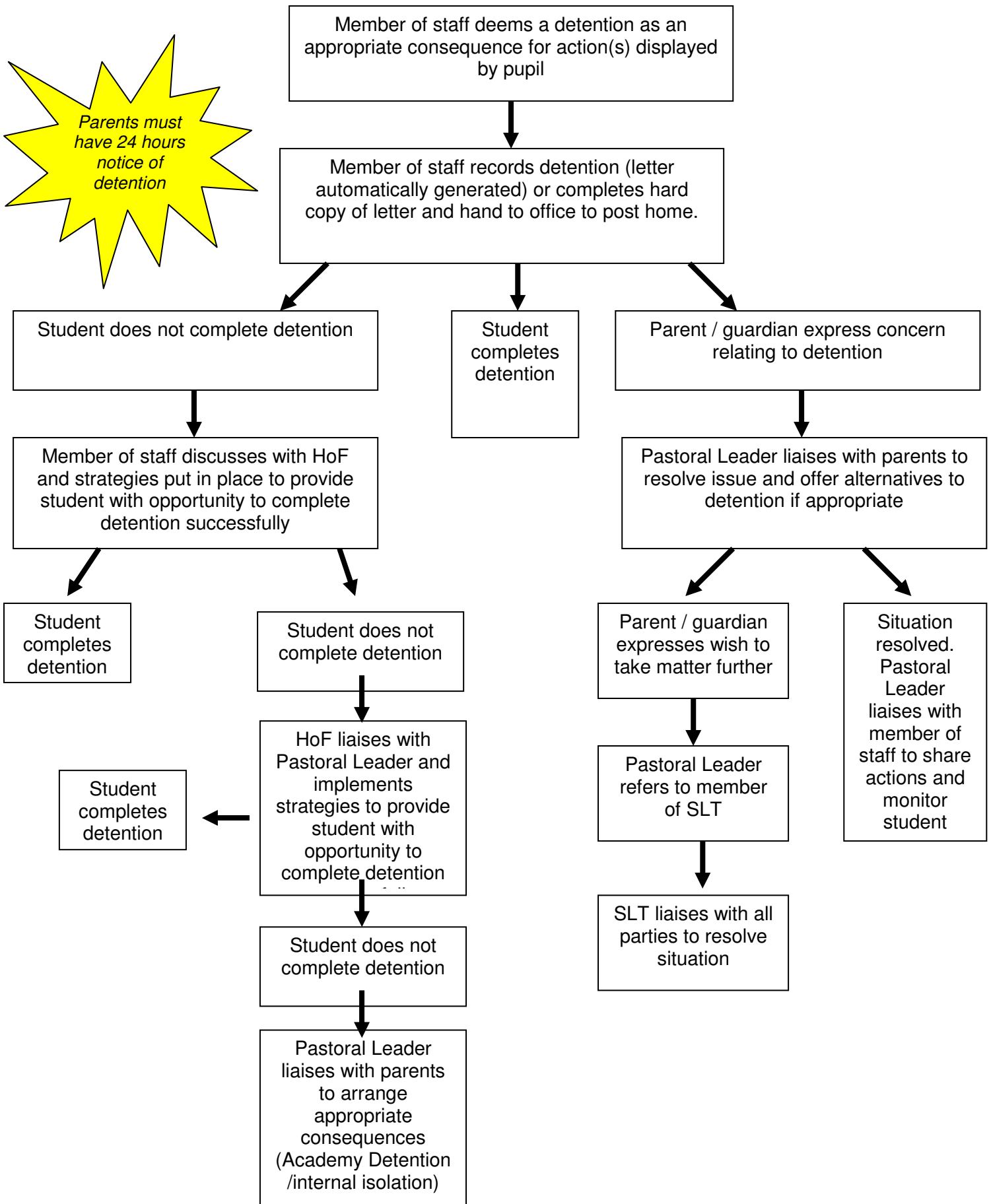
- remove violent/threatening people from the Academy site
- search students who are suspected of carrying illegal drugs and who are un-cooperative

Staff will always call the police to search students carrying/suspected of carrying weapons. If situation is deemed an immediate health and safety risk staff will search students before police intervention.

Generally incidents will be dealt with through normal Academy sanctions such as detention or exclusion (internal and external). There will, however, be occasions when students are arrested for their behaviour and dealt with through the legal system.

This policy will be reviewed every two years by the Governing Body of Freebrough Community Academy and relevant stakeholders.

**Freebrough Academy
Detention Guidance for Staff**



**Freebrough Academy
Screening & Searching for Weapons Guidance for Staff**

