



Behaviour Policy

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1. Expectations

As a TKAT Academy we have a shared and common purpose to ensure all pupils, regardless of the traditional barriers to success, have the opportunities and resources to achieve their academic and career aspirations within a safe, inclusive and ambitious environment. We are an Academy that:

- Works together inclusively
- Respects and cares for each other
- Has ambition and is aspirational to all

This policy sets out how we will promote good behaviour and work ethic, self-discipline and respect, prevent bullying, ensure that pupils complete assigned work, and regulate the conduct of pupils. In applying this policy, the Academy will consider its duties under the Equality Act 2010 regarding relevant characteristics protected by that act, notably disability. It will consider the needs of pupils with special educational needs and any reasonable adjustments that need to be considered. The Academy will also have regard to its Safeguarding Policy where appropriate, TKAT's 'Reporting of Racist and other Incidents Relating to Protected Characteristics Amongst Peers' guidance for schools, and Ofsted's [Review of Sexual Abuse in Schools and Colleges](#) and subsequent recommendations by the DFE.

2. Policy Implementation

Staff are responsible for implementing the Academy's policy consistently and fairly throughout the Academy by setting the standards required to promote positive behaviour.

The senior leadership team of the Academy will ensure all staff adhere to the behaviour policy and implement effective systems for keeping records of all reported incidents, reporting to governors and parents when required.

Students are responsible for conducting themselves in-line with the Academy's policy. This includes in lessons, when moving around the Academy grounds, representing the Academy in other activities, and when in the community and wearing the Academy's uniform.

3. Behaviour expectations

Students are expected to observe the following behaviours in Academy:

- Work hard in all lessons, ensuring that they are prepared for learning and that their attitude shows willing and enthusiasm for learning
- Be kind and respectful to every member of the Academy community, whether they are staff, students or visitors
- Accept responsibility for their actions and the choices they make

Where students follow behaviour expectations, they will be rewarded for doing so. Where they are unable to follow our behaviour expectations, this may lead to sanctions being put in place. The nature of the sanction is dependent on the behaviour type - the more serious the behaviour the more significant the sanction is likely to be.

4. Rewards

We want students to 'Work Hard and Be Kind'. Students' reward for good behaviour should be first and foremost their own self pride as a member of the Academy, and wider local community.

In addition to the above, students have further opportunities to be rewarded in the Academy for good behaviour through a number of avenues:

- Reward House points (R1, R2, R3 and receiving a postcard home- R4)
- Half termly reward assemblies
- Telephone calls home
- Positive emails/parent app notifications home
- Weekly HOY awards- Hot Chocolate on a Friday morning with the Headteacher
- Curriculum Leader awards during our annual Celebration evening

Staff are encouraged to reward all students who are meeting our expectations. Using reward house points to motivate and reward is an effective behaviour management technique. Praising students who are getting things right encourages other students to follow in order to receive the same praise. Regular positive reinforcement is the most powerful strategy in the teachers' toolbox.

5. Graduated Approach to Support Pupils

The Academy has a graduated approach to supporting behaviour as detailed below:

- i) Specific interventions for identified groups such as those with speech, language and communication needs, literacy difficulties, transition for those with known behavioural difficulties or those deemed vulnerable. Here reasonable adjustments are made for a small number of children;
- ii) Personal Support Plans (PSP)/Final PSPs are in place for students unable to conform to Level 1 and this involves interventions, adaptations to timetables and curriculum, other external agency involvement, college places, and other relevant interventions that are deemed appropriate;
- iii) Students and staff have Academy wide systems which are in place to ensure good behaviour with imposed sanctions for classrooms and learning, and around the wider Academy campus. These include detention systems, removal from normal learning to reflect on behaviours, internal exclusions and fixed term exclusions;
- iv) Students with the most significant behaviour profiles are referred to internal or external alternative provision for placements of varying duration dependent on need.

Detentions

Note that 24 hours' notice of a detention is no longer required by the Department for Education. Parental permission is not required but the Academy will inform parents for detentions during the school day. If a child is removed from a lesson a Restorative conversation (RC) must be completed by the student before the end of the day Thursday. Failure to complete an RC will result in a 1 Hour Detention on a Friday evening.

In setting detentions, the Academy will consider:

- the welfare and any special needs or disabilities of the child
- whether the child has caring responsibilities
- whether there are unique travel arrangements

Inconvenience to the parents will not be considered as long as the pupil has a means to get home safely. The permitted times for detentions are any Academy day when the pupil does not have permission to be absent.

The Academy runs the following detention systems:

- A 10 Minute (Max) Restorative conversation between the student and the classteacher. This must be completed at break, before and afterschool. Failure to complete the RC will result in a 1 hour detention with SLT on a Friday afternoon.
- A 1 Hour detention on a Friday run by SLT if the student fails to complete the Restorative conversation before Thursday P5 each week.
- An Internal Exclusion for any student that did not complete the 1 hour Detention will be completed on a Monday. Students must be dropped off by parents between 89:45 and 9:00 and students will stay till 4:00pm.

Exclusions

In extreme cases of poor behaviour, the school may consider excluding a pupil. Before the school does this, they will consider the implications of the Equality Act 2010. Specifically, the school will consider whether there is the possibility of any discrimination against a pupil due to their sex, race, disability, religion or belief, sexual orientation, pregnancy, or gender reassignment. For pupils with disabilities, whether diagnosed or not, and those pupils with additional needs, the school will also consider whether they have made reasonable adjustments to policies and practices. These considerations will be recorded prior to any exclusion.

Bullying

Bullying is behaviour by an individual or group, repeated over time, that intentionally hurts another individual or group either physically or emotionally. It may involve an imbalance of power between the perpetrator and the victim. Bullying will not be tolerated at the academy. The Academy has a 'zero policy' on bullying incidents and all reported incidents will be dealt with in accordance with the Academy's bullying policy.

Incidents relating to Protected Characteristics

A **prejudice related incident** is any incident which is perceived by the victim, or any other person, to be prejudiced towards an individual due to one or more of the protected characteristics.

The term '**prejudice-related discrimination/bullying**' refers to a range of hurtful behaviour, physical or emotional or both, which causes someone to feel powerless, worthless, excluded or marginalised, and which is connected with prejudices around belonging, identity and equality in wider society.

Victims will be offered immediate support appropriate to the nature of the incident in order to avoid longer-term distress. They will be given the opportunity to express their own feelings and concerns and may wish to have an input into how the incident is dealt with. Victims can also be referred to or advised of external organisations for further support and advice if appropriate.

In all cases, the headteacher or a designated member of staff will contact the parents/carers of the victim to explain the action taken by the school and how the situation will be regularly reviewed and monitored.

It is important that perpetrators are given an explanation of why their action is unacceptable. Appropriate sanctions will be identified in line with this policy, explained to the perpetrator and then applied. In dealing with perpetrators, the Academy will be mindful that these behaviour(s) can often reflect feelings of inferiority and worthlessness and/or Special Educational Needs. The school will also consider whether guidance or counselling is needed to prevent recurrence.

All incidents relating to Protected Characteristics will be logged and reported to TKAT Executives and Governors. Please also see the TKAT 'Reporting of Racist and other Incidents Relating to Protected Characteristics Amongst Peers' guidance for schools.

Incidents relating to Sexual Harassment and Sexual Abuse

In line with government recommendations following Ofsted's review of [Sexual Abuse in Schools and Colleges](#), the Academy starts from a position that assumes sexual harassment, online sexual abuse and sexual violence may be happening in and around the school, even where there are no specific reports. We will follow the same robust approach for the recording of and responding to incidents of sexual abuse and harassment as set out for incidents relating to protected characteristics.

Drugs (Contextualised to phase of schooling)

The Academy will monitor and deal with any drugs issues promptly and be proactive in trying to prevent any future drugs incidents. Pupils will receive drugs education as part of the PSHE programme and the Academy will also involve outside agencies such as drugs education charities.

Any incidents will be reported to the governors for their consideration. Any pupil found to be involved in a drugs-related incident will be disciplined in accordance with our behaviour policy. The sanction is likely to include permanent or fixed term exclusion from the Academy. Dealing illegal drugs will, except in exceptional circumstances, lead to permanent exclusion. Using illegal drugs will, except in exceptional circumstances, lead to exclusion which may be permanent. This distinction between dealing and using is particularly important operationally.

Sometimes, it will also be necessary to involve the police. The Academy will discuss this and take advice as necessary.

Confiscation of drugs: Any drugs found will be confiscated by staff who will dispose of them in accordance with guidance issued by the Department for Education. Similarly, any drugs-related paraphernalia such as needles will be disposed of in a prudent manner, in-line with guidance issued by the Department for Education. The Academy may carry out searches for drugs in accordance with this policy.

Parental involvement: Usually the Academy will inform parents/carers when their child has been found to be involved in drugs but where there are potential safeguarding issues the Academy must act in the best interests of the child which may mean a decision not to inform parents. Such a decision will be taken very seriously and usually with the benefit of legal advice.

Use of social media

There are clear expectations about the use of social media both in and out of the Academy. All individuals are responsible for their own use of social media and parents/carers are responsible for the monitoring of social media platform use, including the setting up accounts on social media platforms which are in-line with the expected/legal age limits.

Below are the areas of use prohibited by the Academy:

- damage to the Academy or its reputation, even indirectly
- use that may defame Academy staff or any third party
- use that may harass, bully or unlawfully discriminate against staff, other pupils or third parties
- false or misleading statements
- use that impersonates staff, other pupils or third parties
- expressing opinions on the Academy's behalf
- using Academy logos or trademarks.

Mobile phones should not be seen or heard on the academy site and therefore social media should not be used within school time. Where concerns are raised by a pupil or parents about misuse of social media outside of school our Pastoral team, E-Safety or the Academy's Designated Safeguarding Lead can support parents/carers with advice on next steps. If a student's phone is 'seen or heard' then this will be confiscated till a parent or guardian attends the school to retrieve the item. In order to successfully retrieve the phone the parent or guardian must correctly identify the last 3 digits of a mobile phone number on our system. Failure to do so will result in the phone not being returned. If a parent or guardian

are unable to attend the academy to collect the mobile phone then the child is able to collect their phone at 3:45pm. Mobile phones will be stored in a lockable safe on site.

In accordance with the prevent duty, the Academy uses extensive and effective filtering of the Academy's network and use of associated electrical devices to ensure we protect staff and students from extreme material, including those of a terrorist nature.

Prohibited items and searches

Academies have the statutory power to undertake a search of a pupil or their possessions (without their consent) if there are reasonable grounds to believe that the pupil may be carrying a dangerous or banned substance or object, e.g. a weapon or illegal drug, or any other item which might pose a serious risk to the safety of that pupil and/or others. The specific items which can be searched for are specified on page 6 of the DFE's Searching, Screening and Confiscation Guidance (July 2022). This includes "any item banned by the Academy rules which has been identified in the rules as an item which may be searched for" (Specific Banned Items). The screening and searching advice details what should be done with items that have been confiscated during a search, including the circumstances under which the police should be involved.

Banned items include:

- Smoking paraphernalia
- Vapes
- Aerosol cans
- Energy drinks
- Electric scooters
- Bladed items
- Projectile items/weapons
- Pornography
- Alcohol
- Illegal substances

Use of reasonable force

The Academy will follow the Department of Education advice '[Use of Reasonable Force - advice for school leaders, staff and governing bodies](#)'.

Members of staff have the power to use reasonable force to prevent pupils from committing an offence, injuring themselves or others, to prevent damage to property and to maintain discipline. The use of reasonable force must be proportional to the situation required of it and the Academy will ensure this is in-line with that detailed in the use of reasonable force during searches of students (detailed above).

Where the use of force, i.e. restrictive physical intervention has been used more than once with a particular child it starts to become a foreseeable risk and therefore requires planning to reduce the chances of it being used again. Where restrictive physical intervention has been used more than once with a particular child, the Academy will write a positive handling plan (essentially a behaviour plan) and share this with the parents.

Any use of physical intervention must be recorded including any training that staff have had. **The power to discipline beyond the Academy gate**

The Academy may apply sanctions at their own discretion for poor behaviour under the four conditions below:

- taking part in any Academy organised or Academy related activity
- travelling to or from Academy
- wearing Academy uniform
- in some other way identifiable as a pupil at the Academy.

Even where the four conditions above do not apply, the behaviour policy extends to any misbehaviour which could have repercussions for the orderly running of the Academy, pose a threat to another pupil, or member of the public, or could adversely affect the reputation of the Academy. This includes bullying and cyber-bullying.

Behaviour and Sanction

Behaviour	Sanction
<p>Lates Late to school - arriving after 8.30am <i>Recorded on Arbor by Reception/GJO if reception is absent.</i></p> <p>Late to lesson - arriving after late bell <i>Recorded on Arbor by classroom teacher</i></p>	<p>-5 Negative points</p> <p>Classroom teacher to award the student an S1.</p>
<p>In lesson behaviour (Negative) S1, S2, S3 given for below behaviours in a staged approach.</p> <p>S1- Verbal warning given S2- Student moves seat S3- Removed from Lesson</p> <p>Awarded to students that are wasting valuable learning time within the classroom. <i>Recorded on Arbor by classroom teacher</i></p> <p>Serious Incidents If a student demonstrates either of the following serious incidents this will be investigated by staff members.</p> <ul style="list-style-type: none"> • Verbal Abuse on peers • Verbal Abuse on Staff members • Physical Abuse on peers • Physical Abuse on Staff members • Persistent disruptive behaviour • Disruptive behaviour • Discriminatory Language 	<p>Students remove themselves from the classroom and attend Internal Exclusion for the rest of that lesson. The student must then attend a 10 minute (max) Restorative conversation with the class teacher. This conversation can happen at break times, before and afterschool every day before Thursday Lunchtime.</p> <p>Whilst the student is under investigation they will be placed in Internal Exclusion until either of the following outcomes.</p> <p>-Investigation completed and no further action and students can go back to lessons. -Internal Exclusion sanction given and no further action -Fixed term Exclusion given resulting in the student to leave the academy immediately. or Alternative provision/Permanent Exclusion.</p>
Detention Escalations	

<p>Internal Exclusion</p> <ul style="list-style-type: none"> • An incident is being investigated and statements have been taken • Student returns after exclusion without reintegration meeting • Failure to attend the SLT 60-minute detention on a Friday. • Minor damage to academy property • Stopping the teaching and learning in a lesson/on call required to remove from lesson • Student is significantly unkind to others <p>Students are expected to work in silence for the time they are expected in the Internal Exclusion. Students are to complete a piece of work per each lesson in the sanction room.</p> <p>S1 - Verbal Warning given S2 - Student is moved seat S3- Head of Year to take student for a walk to remind them of the Internal Exclusion expectations</p> <p>Students in internal exclusion do not have warnings reset for each lesson</p>	<p>Remain in Internal Exclusion until conclusion of investigation</p> <p>Remains in Internal Exclusion until reintegration meeting has taken place</p> <p>Remains in Internal Exclusion from 9:00am -4:00pm.</p> <p>Remain in Internal Exclusion for the remainder of the day.</p> <p>Remained in Internal Exclusion for the remainder of the Lesson.</p> <p>Remains in Internal Exclusion till 3:00pm</p> <p>At S3: Parents called home at this point.</p>
<p>Refusal to attend lessons</p> <p>Student refuses to attend lesson</p> <p>Student out of lesson after ten minutes without yellow lanyard/teacher permission</p> <p>Students refuse to attend lesson and do not attend sanction room or actively avoid staff supporting them</p>	<p>Internal Exclusion for the remaining part of double lesson and break. e.g. Refusal lesson 1 the student remains lesson 1, lesson 2 and break time.</p> <p>Sanction room for the remaining part of double lesson and break e.g. Refusal lesson 1 the student remains lesson 1, lesson 2 and break time.</p> <p>Fixed term exclusion</p>

<p>Red line Behaviour</p> <p>Refusal to attend Internal Exclusion</p> <p>Failed internal exclusion</p> <p>Active defiance towards adults</p> <p>Swearing and abusive language at a member of staff</p> <p>Threaten to or become physically aggressive to a member of staff</p> <p>Making malicious accusations against staff</p> <p>Fighting/Assaulting another student</p> <p>Failure to hand over the mobile phone</p> <p>In possession of/use of banned items:</p> <ul style="list-style-type: none"> ● Smoking paraphernalia, ● Vapes ● Electric scooters ● Bladed items ● Projectile items/weapons ● Pornography ● Alcohol ● Illegal substances ● <i>Aerosol cans</i> ● <i>Energy drinks</i> <p>Commit any form of crime</p> <p>Vandalism leading to significant damage of school property and resources (please note if a child deliberately damages school property, the academy may also ask the parents to pay for the damage caused)</p>	<p>Fixed term suspension with the length of time determined by the Headteacher</p> <p>Federation Inclusion for a period of time.</p>
<p>The Headteacher, and other staff authorised by the Headteacher, may use discretion in applying the above sanctions based on the need to make reasonable adjustments due to SEND needs, or considering mitigating circumstances.</p> <p>The above list is not exhaustive and the Headteacher can decide on unusual instances of behaviour and where they do not sit within the sanctions set out in the table.</p>	