



BEHAVIOUR POLICY

Approved by Executive: March 2018

Review date: September 2019

1.0 INTRODUCTION

Macmillan Academy aims 'to inspire every student to succeed.' In order to meet this aim students are expected to work hard in lessons, treat other people with respect and make the most of the opportunities provided at the academy. This policy outlines the standards we expect from students at the academy, the rewards and typical sanctions used in guidance and support of the students.

The academy has a legal obligation to manage the health and safety of staff, students and visitors and to ensure that academy discipline is maintained. The Principal determines the standard of behaviour expected from students, sets the academy rules and the disciplinary sanctions for breaking the rules or ethos of the academy.

Teachers and all employed staff have a duty of care which requires staff to discipline students whose behaviour is unacceptable, who break the academy rules or fail to follow reasonable instructions. This applies at any time the students are at the academy, offsite under the direct care of staff or travelling to and from the academy.

2.0 THE PRINCIPLES OF BEHAVIOUR AT MACMILLAN ACADEMY

The academy expects high standards from students with a particular focus on:

- Positive learning behaviours
- Respect
- Attendance, punctuality and appropriate appearance
- Respect for property
- Work ethic

All staff at the academy have the professional responsibility to uphold these principles. Staff are required to use their professional judgement and follow the behaviour policy consistently.

- Staff endeavour to create a positive and purposeful learning environment
- In conjunction with parents / carers and where necessary other outside agencies, staff must provide the care and support required to enable students to succeed academically and develop personally
- Hard work and effort will be rewarded by staff
- Lack of work or effort in lesson or on homework will be challenged by staff
- Poor behaviour will not be tolerated by staff. When behaviour does not meet the standards required guidance will be given and sanctions could be imposed. The aim of all guidance, sanctions and similar interventions is to help the student achieve, encourage personal development and promote learning

3.0 STUDENT RESPONSIBILITY

- Positive learning behaviours are expected
- Arrive at your Tutor base by 8.25am and attend all lessons on time throughout the day
- Wear appropriate academy uniform and have basic equipment required for lessons
- Complete all work set on time and to a good standard for their ability
- Listen carefully in lesson and contribute positively to the learning
- Cooperate with staff and other students to promote learning, both independently and collaboratively
- Speak politely to adults and to other students
- Treat others well and have a tolerant outlook
- Use academy facilities, equipment and property appropriately
- Represent the academy positively
- Take responsibility for themselves and their actions.

4.0 BEHAVIOUR

Inappropriate behaviour will not be tolerated. If a student's behaviour / attitude are unacceptable, sanctions will be used. Staff take great care to sanction students appropriately to help students learn from a mistake or poor decision so when they are in similar circumstances in the future they are better able to make good decisions. Where appropriate staff use restorative techniques and procedures aiming to enable positive relationships to be re-established.

5.0 SANCTIONS

If inappropriate behaviour occurs staff will;

- Challenge the behaviour and when necessary explain why the behaviour is unacceptable
- Explain what sanction is being issued
- Record the sanction

There are a number of sanctions available to be used by staff depending on the context and severity of the incident or behaviour. Examples include;

- Detentions
- Departmental isolation
- Departmental removal
- Seclusion
- Exclusion

6.0 EXCLUSIONS

Fixed Term Exclusion

'Good discipline in schools is essential to ensure that all pupils can benefit from the opportunities provided by education. The Government supports head teachers in using exclusion as a sanction where it is warranted'.

(DfE Exclusion from maintained schools, Academies and pupil referral units in England 2017)

Listed below are some examples of behaviour/types of incidents that may lead to an exclusion. Persistent examples of these behaviours may lead to permanent exclusion:

- Verbal abuse to staff, other adults or students
- Deliberate damage to property
- Bullying, including homophobic or racist bullying
- Sexual misconduct
- Theft
- Persistent defiance or disruption
- Assaults or fighting with other students
- Possession of drugs/alcohol related offences
- Offences relating to the misuse of technology which is detrimental to staff/students/the academy
- Making a false allegation against a member of staff
- Behaviour which calls into question the good name and reputation of the academy
- Endangering the safety of members of staff.

* In the absence of the Principal, the Deputy Principal will authorise fixed term exclusions.

Permanent Exclusions

The Principal's decision to exclude a student permanently should only be taken:

- In response to a serious breach of conduct
- In response to persistent breaches of the school behaviour policy
- Where allowing the student to remain in academy would seriously harm the education or welfare of other students/staff in the academy

The following list of examples is again not exhaustive, but demonstrates the severity of such offences and that such behaviour can affect the safety, well-being and discipline of all within the academy community:

- Supplying of an illegal drug
- Serious physical assault on another student or member of staff
- Sexual abuse or assault
- Using an offensive weapon to endanger the safety of the students and staff of the academy
- Making a malicious false allegation against a member of staff

Reference:

Exclusion from maintained schools, Academies and pupil referral units in England. Department for Education September 2017

Right and responsibilities –Legal framework

Students can also be sanctioned when misbehaviour occurs out of academy hours if it impacts on the running or the reputation of the academy or the welfare of one of the students. Examples where this would be applicable could include; online bullying, poor behaviour while travelling to and from the academy that adversely affects the reputation of the academy or outright dangerous behaviour.

Staff have the power to impose detentions outside of academy hours. Please note that there is no legal requirement to inform parents in advance of an after academy detention though staff will always attempt to do so. Detentions are noted on FROG on the academy website and students are encouraged to record detentions. When a student is to attend a senior leader detention until 5pm parents will be contacted to ensure they are aware and that the student can get home safely.

Staff can confiscate property being used in contravention of the academy policy. Phones will generally be returned at the end of the academy day. In extreme circumstance parents may be required to collect confiscated property if staff are concerned over future potential use. e.g. – electronic cigarettes.

Staff will confiscate sweets and sugary drinks that contravene the healthy schools policy. These items will not be returned to the student. Parents can collect the unopened items if they wish but must inform the academy to ensure the items can be delivered to reception for collection.

Designated staff can search students with consent for any item.

Designated staff may search a student without consent for prohibited items including.

- Knives and weapons
- Alcohol or drugs
- Stolen items
- Tobacco or E-cigarettes
- Fireworks
- Pornographic material
- Any item likely to be used to commit an offence
- Any item banned by the academy rules e.g. pressurised containers.
- Students are prohibited from selling items to other students. Any item bought or sold by a student during the academy day could be confiscated.

Parental permission is not required however they will be informed if prohibited items are discovered. All searches will take place with at least two members of staff in the room and generally away from other students. Staff will ask the student to disclose any dangerous items prior to the search.

Staff have the power to use reasonable force (see use of force policy) when a student is:

- Committing a criminal offence (including behaving in a way that would be an offence if the student were not under the age of criminal responsibility)

- Injuring themselves or others
- Causing damage to property (including the students own property)
- Engaging in any behaviour prejudicial to maintaining good order and discipline at the academy or among any of its students, whether the behaviour occurs in a classroom during a teaching session or elsewhere.

Staff may also use reasonable force when conducting a search if deemed necessary.

7.0 MALICIOUS ALLEGATIONS AGAINST STAFF

Complaints of misconduct against staff are taken very seriously by the academy and will always be investigated thoroughly. Following this investigation if it is the considered view of the investigating officer that the allegation was unfounded and malicious then the student(s) involved in the production of the allegation will be disciplined according to the severity of the case. This may include sanction up to and including exclusion.