

Student Discipline and Rewards Policy

Introduction

The staff and parents/guardians of students at Bodmin College believe that good behaviour and discipline are essential ingredients that support the aims and values of the College. The aim of this policy is to: promote good behaviour, self-discipline and respect; prevent bullying (see anti bullying policy); ensure students complete assigned work, and; regulate the conduct of students.

The Governing Body (GB) is charged with the duty to set the framework of the College's policy by providing a written statement of general principles relating to discipline, taking into account the needs of all students. Before providing the statement below the GB has consulted students, parents and staff at the College.

The GB expect the College to be a place where all individuals are respected and their individuality valued, where students are encouraged to achieve, where self-discipline is promoted and good behaviour is the norm.

Teachers at Bodmin College may (in accordance with related policies and procedures) discipline a pupil for:

- any misbehaviour when the child is:
 - taking part in any school-organised or school-related activity or
 - travelling to or from school or
 - wearing school uniform or
 - in some other way identifiable as a pupil at the school
- or misbehaviour at any time, whether or not the conditions above apply, that:
 - could have repercussions for the orderly running of the school or
 - poses a threat to another pupil or member of the public or
 - could adversely affect the reputation of the school.

The Principal will ensure that in order to promote a **consistent approach to behaviour management** staff will:

- promote self-discipline and proper regard for authority among students;
- encourage good behaviour and respect for others, and prevent all forms of bullying among students;
- ensure students standards of behaviour is acceptable;
- regulate students' conduct, and;
- impose sanctions in a fair, consistent manner and professional manner

Classroom Management - All staff are expected to promote self-discipline amongst students and to deal appropriately with any unacceptable behaviour. Staff acceptance and tolerance of students' behaviour in class may depend on the nature of the class and content of the lesson, but behaviour which does not allow constructive teaching and learning is totally unacceptable and all staff must ensure that such behaviour is not tolerated and that they apply all sanctions consistently and fairly.

Rewards and Sanctions - The Principal will ensure that consistent, fair and appropriate systems of reward and sanction are developed and implemented within the College.

Behaviour Strategies and the teaching of good behaviour/staff development and support - All staff are expected to encourage good behaviour and respect for others in students, and to apply all

sanctions fairly and consistently. Well planned, interesting and demanding lessons make a major contribution to good discipline. All new staff will, through induction, receive advice and support with regard to Behaviour Management and, where identified, strategies will form part of the Colleges programme of CPD. In addition to the range of classroom strategies employed by individual staff and departmental procedures a whole College system for staff needing support with the management of an individual and/or class is operational.

Pupil Support Systems - The College has a number of programmes and techniques for supporting behaviour management. These include: Pastoral Systems, Structures and Personnel; SENDCO; Designated safeguarding Lead and Deputy Designated Safeguarding Leads, School Counsellors, Student Support Workers, etc. from Year 7 to Year 10, the College attempt to use the same tutor to ensure a consistency of approach based on an excellent knowledge of the young person and their context.

Liaison with Parents and External Agencies - Parents and external agencies will be involved in discipline cases as appropriate as we aim to support our young people in a preventative and proactive manner building on best practice and using support as appropriate. Parents are also encouraged to support good behaviour and positive habits in their children through the College's 'Home-College Agreement' and in meetings with staff/external agencies.

Managing Pupil Transition - All new students are attached to a group with a dedicated tutor who plays an important role in ensuring well-being. Where students require additional support this is provided through a range of support strategies including, for example, the HoY, SENDCO, EAL coordinator, etc.

Where students are found, without reasonable doubt, to have made **malicious accusations against school staff**: parents will be informed; the incident logged, and; appropriate action taken.

SEND - Where the misbehaviour of children is related to SEND issues reasonable adjustments will be made: These will include ensuring that:

- staff have had training in the nature of SEND, and how they should treat children with SEND;
- staff are aware of any children with SEND;
- where appropriate, help is sought from the LA to enable reasonable adjustments to be made;
- resources are committed to assist in making reasonable adjustments

Home College Agreement – schools are required to have a Home School Agreement that outlines the responsibilities of the parent and the school; including those responsibilities relating to behaviour and attendance. This agreement is contained in student's planners and is operational throughout the period of time students are enrolled at the College.

The College works within the parameters of this policy and takes cognisance of DfE documentation 2012: 'Ensuring good behaviour in schools - A summary for head teachers, governing bodies, teachers, parents and students'; 'Exclusion from maintained schools, Academies and pupil referral units in England - A guide for those with legal responsibilities in relation to exclusion'; 'Screening, searching and confiscation – Advice for head teachers, staff and governing bodies'; 'Use of reasonable force – Advice for head teachers, staff and governing bodies'; 'Behaviour and discipline in schools – Guidance for governing bodies'; 'Behaviour and Discipline in schools. Advice for Principals and school staff – February 2014'. A summary of specifically important aspects of these documents is referred to below:

Discipline in Schools

- Teachers have **statutory authority** to discipline students whose behaviour is unacceptable, who break the school rules or who fail to follow a reasonable instruction
- The power also applies to **all paid staff** (unless the head teacher says otherwise) with responsibility for students
- Teachers can discipline students at any time the pupil is **in school or elsewhere** under the charge of a teacher, including on **school visits**.
- Teachers can also discipline students for **misbehaviour outside school**.
- Teachers have a specific **legal power to impose detention** outside school hours.
- Teachers can **confiscate** students' property.

Punishing Poor Behaviour

- Teachers can discipline students whose conduct falls below the standard which could reasonably be expected of them. This means that if a pupil misbehaves, breaks a school rule or fails to follow a reasonable instruction the teacher can impose a reasonable and proportionate punishment.
- The head teacher may limit the power to apply particular punishments (at Bodmin College the authority to use Fixed Term Exclusions is delegated to the SLT with the authority to use INTEX delegated to the SLT, HoY and Assistant HoY) to certain staff and/or extend the power to discipline to adult volunteers, for example to parents who have volunteered to help on a school trip.
- Corporal punishment is illegal in all circumstances.
- Teachers at Bodmin College should consider whether the behaviour under review gives cause to suspect that a child is suffering, or is likely to suffer, significant harm. Where this may be the case, school staff should follow the schools' safeguarding policy. They should also consider whether continuing disruptive behaviour might be the result of unmet educational or other needs. At this point, the school should consider whether a multi-agency assessment is necessary.

Students' Conduct Outside The School Gates

- Teachers have a statutory power to discipline students 'to such an extent that is reasonable' for misbehaving outside of the school premises ('reasonable' is left to the professional opinion of senior staff at the College who utilise the 'introduction' section of this policy as a guide)

Detention

- Parental consent is not required for detentions and detentions can, in line with DfE guidance, be completed outside of normal school hours.
- Teachers must act reasonably when imposing a detention as with any disciplinary penalty. In addition, when deciding the timing, the teacher should consider whether suitable travel arrangements can be made by the parent for the pupil.
- With lunchtime detentions, teachers at Bodmin College should allow reasonable time for the pupil to eat, drink and use the toilet.

Confiscation of Inappropriate Items

Members of the SLT are permitted to search students with/without consent for any:

- **Prohibited items** including: knives or weapons; alcohol; illegal drugs and; stolen items.
- **Inappropriate items** including: tobacco and cigarette papers; fireworks; pornographic images; any article that College staff reasonably suspect has been, or is likely to be, used to commit an offence/cause personal injury to, or damage to the property of, any person [including the pupil themselves]), **or;**

- **Any item banned by the College rules** and which has been identified in the rules as an item that may be searched for

The **general power to discipline (legal provision)** enables a staff to confiscate, retain or dispose of a pupil's property as a punishment and protects them from liability for damage to, or loss of, any confiscated items. Weapons, knives, illegal drugs and extreme of child pornography must always be referred to a member of the SLT who will hand items over to the Police. All other confiscated items should be returned to the student and/or parent at the earliest convenience. Where items are not covered by this policy a member of the SLT will determine the action to be taken.

Power to use Reasonable Force

Staff at Bodmin College follow the legal provisions on school discipline with regard to the power to use reasonable force to prevent students committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. Separate advice is available in *'Use of Reasonable Force – advice for school leaders, staff and governing bodies'*.

Behaviour and Sanctions

Bodmin College operates a clear sanctions system for those who do not comply with this policy and/or the school rules. Examples of sanctions include those noted in relevant DfE guidance as well as the use of isolation (INTEX) which is itself used in a manner which matches guidance issued by the DfE.