



Bancroft's School

Behaviour & Expectations Policy

Both academically and socially we have the highest expectations of all our pupils.

The ethos of the school supports this, valuing each member of the community, recognising that everyone has something to offer and embracing our multiculturalism. The *School Procedures* published in the school calendar, sets out in detail our guidelines and regulations as well as offering recommendations and advice. Parents are sent a copy of the Pastoral Handbook and School Procedures and agree when signing the terms and conditions to abide by the rules of the school (as outlined in the School Procedures).

At Bancroft's we have our own system of rewards and sanctions (see policy on Rewards (5.15) and Sanctions (5.17)), recognising as we do that a framework is necessary if everyone is to be supported and allowed to develop in a secure community. In such an environment pupils can grow into balanced individuals, respecting and caring for others and recognising their responsibilities as members of the community both within school and in the wider community. Every classroom should reflect the spirit of the community, allowing development of positive individual qualities and giving pupils a sense of their own worth and of being valued by their peers and teachers.

If in exceptional circumstances, for the wellbeing of the whole class or discipline of individual pupils, it is necessary to send a pupil out of class, the following protocol should be followed:-

- A message is to be sent to the Head's office (via email, phone or through a pupil), requesting assistance from a MoS. The Head's PA will arrange for a MoS to escort the pupil to the Head's office with all their belongings. The Deputy Head & JHSM/HSM are to be informed as soon as is practicable.*
- Any such incident must be formally recorded in writing and a copy of this given to the HSM/JHSM, AH (Pastoral) and the Deputy Head.*

The guiding principles of the School's policy on behaviour and expectations are that pupils act not only with common sense, honesty and good manners, but also with consideration for other people's feelings and needs before their own. It is often difficult for pupils to consider others before self, but it is an attitude to which the School gives high priority.

We all make mistakes and act foolishly sometimes. In such circumstance, honesty, an apology, and a determination not to do the same thing again are important responses. Staff will always try to be helpful and even sanctions, when they have to be applied, are given in that spirit.

At Bancroft's we are committed to providing a safe and secure environment for all members of the community. We expect everyone to behave with consideration and respect for others, regard for public and personal safety and adherence to the law.

Corporal punishment is forbidden in all circumstances and is contrary to school policy. Should any use of restraint by staff be required, it will be reasonable, proportionate and lawful. Restraint will only be used when immediately necessary and for the minimum time necessary to prevent a pupil from doing or continuing to do any of the following:

- committing a criminal offence
- injuring themselves or others
- causing damage to property, including their own
- engaging in any behaviour prejudicial to good order and discipline at the School or among any of its pupils, whether that behaviour occurs in a classroom or elsewhere.

Where restraint is used by staff, this is recorded in writing in the pupil's file.

Where a major punishment is administered, in line with the School's Rewards and Sanctions Policy, it will be recorded with the name of the pupil concerned, the reason for the punishment and the name of the person administering the punishment. Detentions are recorded on the School's database and suspension/permanent exclusions are recorded by the Deputy Head.

A pupil or parents may request a Governors' Review of the Head's decision to exclude, or require a pupil to leave, permanently. This request also applies to temporary exclusions.

Allegations of abuse against staff are taken seriously. Bancroft's will ensure they deal with allegations quickly and in a fair and consistent way that provides effective protection for the child and supports the member of staff who is the subject of the allegation.

Every effort will be made to maintain confidentiality and guard against unwanted publicity while an allegation is being investigated. Suspension of the member of staff is not an automatic response, and will be made at the discretion of the Head or her delegated officer, when an allegation has been reported.

Pupils who are found to make false allegations against members of staff may be permanently excluded from Bancroft's School.

School staff can search pupils with their consent (the ability of a child to give consent, will be dependent on their age) for any item. The DH must be informed on each occasion that a search is carried out. The DH keeps a record of such incidences.

Head teachers and staff authorised by the head teacher have the power to search **pupils** or their possessions, without consent, where they suspect the pupil has a “prohibited item”. **The DH must be informed on each occasion that a search is carried out, informing the DH whether or not consent was obtained. The DH keeps a record of such incidences.**

Prohibited items are:

- knives and weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that has been or is likely to be used to commit an offence , cause personal injury or damage to property
- any item banned by the school rules which has been identified in the rules as an item which may be searched for.

Serious offences, which may result in detentions, suspension or exclusion, include, but are not limited to, the following:

- Lying
- Unauthorised absence from lessons
- Loud & Abusive behaviour
- Rudeness directed toward another member of the school community
- Consistent failure to submit completed/adequate homework on time
- Repeated failure to show sufficient effort in class/homework
- Disruption of the classroom working environment
- Repeated failure to wear school uniform in the correct manner
- Repeated lateness to school or lessons
- Bullying
- Violence toward another member of the school community
- Wilful destruction of property
- Bringing the school into disrepute
- Bringing prohibited items on to the school site – including knives and other weapons
- Criminal acts – including the possession of drugs or drug related paraphernalia
- Intoxication
- Theft

A number of separate school rules and policies outline our precise expectations in these matters and should be referred to.

- Policy on Child Protection and Safeguarding (5.26)
- Anti-bullying Policy (5.22)
- Acceptable Use Policy for IT, included in On Line Safety Policy (5.24)
- Rewards Policy (5.15)

- Sanctions Policy (5.17)
- Smoking & Alcohol Policy (5.20)
- Drugs Policy (5.21)
- School Procedures
- School Pastoral Handbook