

BROUGHTON HALL HIGH SCHOOL DISCIPLINE POLICY

1. Aims

- To provide a safe, secure learning environment, where all students may develop their full potential.
- To foster in each student a sense of both self and corporate responsibility,
- To develop a moral code where students are able to distinguish right from wrong
- To provide a clearly defined code of rewards and sanctions.
- To make each student aware of the consequence of his/her actions
- To ensure that all in the school are aware that it is the misdemeanour that is unacceptable, never the miscreant. All students are valued and all have unique gifts and talents
- To maintain the high standards of behaviour already in situ at Broughton Hall
- To set the above in the framework of the school's mission statement.

We expect high standards of behaviour from all students. We expect all at Broughton Hall, staff and students to treat others as they would hope and expect to be treated themselves.

2. Code of Discipline

The code of discipline includes a system of rewards and sanctions that provide the main part of the structure for achieving the aims of the policy.

2.1 Star system

This is the system of rewards and sanctions based on an acceptable code of behaviour in and out of lessons. All staff should adhere to the guidelines laid down in the policy

2.2 Rewards

Staff will try to encourage and praise students wherever possible and appropriate. This may take the following forms

- Spoken or written comments
- Bonus points for good work
- Merits for 3 bonus points, weekly full attendance. Weekly full punctuality, a good piece of work, improvement in any area.
- Short message in student's planner
- Letter of commendation
- Certificates
- STAR rewards
- Participation in half-termly draws
- Prizes

2.3 Sanctions

Sanctions will be used as appropriate depending upon which part of the code of conduct has been breached

- **Detentions**, subject teacher or form tutor to set and supervise their own detention. Detentions **must** be noted in students' planners
- Heads of Year will have an hour long detention every Wednesday
- **Progress Card/Report** more persistent breaches will result in students being placed on progress card or reports. The Form Tutor and Head of Year will monitor these every evening.
- **Attendance and punctuality cards.** Head of Year will monitor and sign every evening
- **Referral room.** Students who accumulate 5 sanctions in a lesson or who commit a serious breach of discipline in or outside of lessons will be sent to the referral room. The appropriate form must be filled in and the Member of the Leadership team "on call" must be sent for to escort the pupil to the referral room.

2.4 Exclusions

1 **Fixed term**

Exclusions are normally for a fixed term. Any student fighting, being abusive to a member of staff, making racist remarks or comments, or found to be in possession of or using drugs or illegal substances will be excluded for a fixed term. This will be at the Headteacher's discretion,

2 **Permanent**

Permanent exclusions are extremely rare and every effort will be made not to permanently exclude. However there are circumstances in which a student may be permanently excluded if a serious transgression of the school's code of conduct and common sense merit such an action. Examples of this could include:

- Unprovoked, violent attack on a student or member of staff
- Attempting to supply or sell illegal substances on or near the school premises
- Continued failure to respond to the school's code of conduct
- Serious incidents of bullying

2.5 Bullying

The Head of Year or Key Stage Manager will follow up all incidents of bullying. They will be dealt with as swiftly as possible. Parents will be informed if the incident is serious or bullying is persistent. All students and parents receive a copy of the school's anti-bullying policy, which is displayed in each classroom. We aim to create an environment where bullying will be reported and acted upon.

2.6 Drugs

Any student found in possession of, or using illegal substances (including alcohol), on or near the school premises, will be excluded for a fixed term, parents will be informed and they will have to undergo appropriate counselling. Further offences will result in permanent exclusion

Any student attempting to supply or sell illegal substances on or near the school premises will be permanently excluded

2.6 Uniform

All students will be expected to comply with the school's uniform requirements as laid down in the Student Handbook. Parents will be contacted if their daughter persistently flouts the uniform regulations.

2.7 Attendance and Punctuality

All pupils are expected to attend regularly. Parents will be contacted on the first day of absence, unless they themselves have telephoned school to explain their daughter's absence. A note covering all absences must be sent to school even if a telephone call has been received.

All students are expected to be in school on time. Students who are late twice or more in a week will have an hour detention on a Wednesday with their Head of Year. Parents will be contacted about persistent latecomers. Students who arrive late must sign in late **before they do anything else.**

3 SUCCESS CRITERIA

- Students feel safe, happy and confident and follow clearly laid down guidelines of conduct
- Students will strive to achieve more rewards and fewer sanctions will be given
- Students are aware of the consequences of breaching the code of conduct
- Students will acquire the personal and social skills that will enable them to move into the outside world as valued members of society. They will achieve the self-discipline to become responsible members of the community

