

## POSITIVE BEHAVIOUR & DISCIPLINE POLICY

### Promoting Positive Behaviour

In promoting the personal development of pupils within the school our aim is to encourage self-discipline and avoid the use of sanctions whenever possible. Pupils are expected to take ownership and responsibility for their behaviour so that trust and respect may develop between all members of the school community. Members of staff are expected to act as role models in creating an ethos of mutual respect and encouraging good relationships.

High standards of behaviour and conformity to the school rules are expected from all pupils with those in the Senior school being role models for younger pupils, for example, within the House system, Prefect system, school teams and clubs/societies.

We believe that praise and rewards contribute to pupil motivation. There are numerous ways that pupil motivation is encouraged, for example:

- A positive learning environment that provides written feedback on pupils' work and verbal comments in lessons that praise pupils' contributions
- The award of House points linked to the school reporting system and contributing to the House Studies Cup (Year 8-12) and to the award of individual certificates for effort (Year 8-10)
- Opportunities to complete awards (both National and within School) for competitive or challenging tasks and the recognition of these achievements eg Duke of Edinburgh Award Scheme, Volunteering, Book Club awards
- School trips both educational and extra-curricular
- Displays of pupils' work in classrooms and corridor noticeboards
- Regular recognition of pupils' achievements in the School News section on the RSD website
- Acknowledgement of pupils' achievements both in/out of school in Main, Year, House and Form tutor assemblies
- Key events recognised in the school magazine and in the local press

### **Rewards**

To recognise and show appreciation for effort and achievement pupils are rewarded for their positive approach to different areas of school life.

The following awards recognise those pupils (*Key Stage 3*) who are committed to their studies and determined to improve and succeed:

- Effort in Academic Studies. These certificates are awarded three times a year – after the November report card; after the January report; and after the Spring report card (in April/May) The award is for pupils who have achieved outstanding levels of effort.
- In January and following the Spring report card pupils can be re-awarded the certificate for sustaining outstanding levels of effort; but there are two other ways in which a pupil can achieve the award:
  1. Pupils who have very good levels of effort could improve in one or two subject areas and reach an outstanding level of effort.
  2. Pupils who have more modest levels of effort could make significant progress across a number of subjects and be awarded a certificate for the great improvement shown in their levels of effort.
- Achievement in Academic Studies (January report/June report). These awards allow for examinations to be taken into account as well as classwork. In January certificates will be

awarded to Year 8 -10, in June certificates will be awarded to Year 8 and 9 (Year 10 will all receive TCE certificates. The June awards will then feed into Prize Day awards.

Certificates are also awarded to pupils in Year 8, 9 and 10 to highlight:

- Sporting Achievement  
(October/December/March)

In October /December awards are made based on “player of the match” statistics, attendance and high personal standards

In March awards are for the Most Improved Players on each team (throughout the school year) and also Player of the Year for each team.

*In the Senior school* achievement in extra-curricular activities is recognised in the award of: School Honours (in March/June). Major or Minor Honours may be obtained in Rugby, Hockey, Cricket, Golf, Shooting, Drama, Music, Duke of Edinburgh Award Scheme, Debating. Academic achievement is recognised on Prize Day.

## **Discipline**

### **Self discipline**

The promotion of self discipline is shown in how issues are addressed by members of staff, for example, lateness to school, failing to complete homework, uniform and minor behaviour problems. Pupils are spoken to and have chances to conform before sanctions are applied e.g.

- Lateness – pupils are spoken to following three lates and ways of improving punctuality are discussed
- If pupils appear on the list again they are issued with a detention warning and parents may be contacted if it is felt this would be of benefit.
- Where conversations and warnings of detention do not show an improvement a Friday detention is issued or in Sixth form a pupil’s access to SFC is limited for a period of time.

The extracts listed below from the policy for homework show a similar approach with the aim being to help the pupil develop responsibility for their work: (see Homework policy for full details)

- Homework which has not been produced on time or which is seriously lacking in effort and completeness without good reason will be required for the next day.
- If the homework is not produced the next day it will be required for the following day and additional work should be set.
- If the same homework is subsequently not presented then the issue will be referred to the Head of Year and the pupil will receive a Friday Detention
- If a pupil receives a third Friday Detention for homework related matters then the Head of Year will refer the issue to the Head of Key Stage. The Head of Key Stage will work with the pupil to ensure homeworks are completed. Parents will be contacted by the Head of Key Stage and agreement reached for the pupil to work in the library from 3.45 – 4.45pm Monday to Thursday each week for a period of time. The objective is for the pupil to become self reliant and for the process to reach a good conclusion.

### **Sanctions**

When sanctions need to be applied the following are used:

**Classroom sanctions** e.g. essays, keeping-in at lunchtime, extra homework.

**Friday detention** – A one hour detention 3.45-4.45pm issued by the Head of Year who sends a form home notifying parents of the issue and the date and length of the detention.

This is for issues such as using a mobile phone during the school day, repeated lateness to school or repeated failure to produce homework. Friday detentions are issued via the Heads of Year (procedure in Staff handbook)

The Senior Teacher Pastoral reviews Friday detention. If a pupil has completed three Friday detentions the Head of Year should discuss the pupil with the Senior Teacher Pastoral who will speak with the pupil and may contact their parents. The aim is to try to help the pupil change their behaviour but further infringement during a term will result in a Saturday detention.

**Saturday detention** – A one or two hour detention 9.30-10.30/11.30 is issued by the Senior Teacher Pastoral or Deputy Head.

This is for more serious issues e.g. vandalism, leaving school without permission. As for Friday detention a form is sent home notifying parents of the issue and the date and length of the detention.

**Suspension & Expulsion** - A pupil may be suspended from School only by the Headmaster or in his/her absence the Deputy Head (for the time being performing the duties of Head.) (see Scheme for the Suspension & Expulsion of Pupils for details)

### **Sanctions in Boarding**

Minor infringements, such as lateness to meals, not complying with routine tasks, eating in dorms instead of the designated areas and activity/using devices after lights out, will result in the removal of a privilege or extra duties for the boarder committing the offence. These may be issued by the Head of Boarding or a member of boarding staff on duty.

More serious offences, such as vandalism to boarding property, disobedience/rudeness to staff, smoking/drinking alcohol, will result in a gating for the boarder committing the offence. Gatings are issued by the Head of Boarding after consultation with the Headmaster and may range from 2 to 7 days. Parents will be informed of a gating. Repeated offences of this nature may result in the boarder forfeiting his or her boarding place.

Boarding offences are dealt with in the boarding house and sanctions apply only to time in boarding i.e. not during the normal school day. Likewise, sanctions issued within the day school are applicable only within school and do not operate within Boarding.