



# Behaviour Appendix

## September 2021

### Coronavirus

Published:	Next review:	Statutory/non:	Lead
September 2021	September 2022	Statutory	Kerry Nichol/Anna Leathem Pugh Tuxford Academy
<b>Associated documents:</b>			
Links to: Local Academy Behaviour policies Local Academy Safer Internet Use / Personal Information Devices policy Local Academy Uniform policy		Diverse Academies Anti-Bullying Policy Diverse Academies Exclusion Policy Diverse Academies Safeguarding and Child Protection Policy	
<b>Links to:</b>			
Diverse Academies Behavior Policy <a href="https://www.diverseacademies.org.uk/wp-content/uploads/sites/25/2019/08/Behaviour.pdf">https://www.diverseacademies.org.uk/wp-content/uploads/sites/25/2019/08/Behaviour.pdf</a>			
Exclusion from maintained academy and academies and child referral units in England 2017 <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/921405/20170831_Exclusion_Stat_guidance_Web_version.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/921405/20170831_Exclusion_Stat_guidance_Web_version.pdf</a>			
Equalities Act 2010 <a href="https://www.gov.uk/guidance/equality-act-2010-guidance">https://www.gov.uk/guidance/equality-act-2010-guidance</a>			
Searching, screening and confiscation 2018 <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/674416/Searching_screening_and_confiscation.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/674416/Searching_screening_and_confiscation.pdf</a>			
Keeping Children Safe in Education 2021 <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1021914/KCSIE_2021_September_guidance.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/1021914/KCSIE_2021_September_guidance.pdf</a>			
Working Together to Safeguard Children 2018 <a href="https://www.gov.uk/government/publications/working-together-to-safeguard-children--2">https://www.gov.uk/government/publications/working-together-to-safeguard-children--2</a>			
SEND Code of Practice 2015 <a href="https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf">https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/398815/SEND_Code_of_Practice_January_2015.pdf</a>			
Use of reasonable force in schools 2013 <a href="https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools">https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools</a>			

Tuxford Academy's culture is created by establishing behavioural norms and habits, ensuring that these are taught explicitly and corrected where necessary to ensure that the academy is a calm, orderly and disciplined environment where rules are followed to enable excellent teaching and learning to take place. We have reset the culture in response to the enforced COVID-19 disruption by introducing new behavioural norms and routines around protective measures and personal hygiene.

**Aims:**

1. To provide a safe learning environment for students and staff during the re-opening of schools post the Covid-19 lock down
2. To help students to understand the importance of keeping themselves, their peers, staff and their families safe
3. To provide an environment for students where they understand the rules and staff explain new routines explicitly

All students received a 'safety briefing' when they first returned to the academy, and will receive further briefings periodically as appropriate. This included rules around social distancing; hygiene routines; toilet visits; social times and lunch (where applicable); movement around the Academy; use and sharing of equipment; good conduct. There will also be posters and display boards around the academy, which will reinforce the key messages and expectations regarding safety.

### **Keeping Pupils/Students Safe on Academy Site**

The mental health and wellbeing of all of our students is paramount and we recognise that these are challenging times for many young people and their families. We have a robust system in place to ensure contact with all young people and families and are able to signpost help where required.

### **Amendments to the behaviour policy include:**

- Encouraging regular hand-washing and sanitising
- Reminders to cover a cough or sneeze with a tissue, throw the tissue in a bin and wash hands thoroughly
- Surfaces and equipment cleaned and disinfected frequently
- Reminding students to comply with social distancing where possible and appropriate
- Parents should be clear about their child's current health before coming onto site.

One way system: The academy has introduced a one way system to support the flow of travel and contact around school site.

Positive behaviour: As ever, we want to keep rewarding positive behaviour in the Academy with an accumulation of praise points leading to specific rewards may need to happen in different ways eg. Being Safe, Being Respectful and Being Ready for Learning.

These habits and routines will be rewarded by

- Faculty awards
- College awards
- Principal's certificates
- Rewards Vouchers

We want to continue to praise and reward our students and we will use various methods. It would not be possible to successfully establish new behavioral norms and routines without the support of students, staff and carers, ensuring the safety of staff and students is paramount.

## Be Safe, Respectful and Ready

Strand	When in Class	When around the Academy
Be Safe	<ul style="list-style-type: none"> <li>We follow adult direction</li> <li>We wash/sanitise our hands before entering Academy, after social times, before and after eating and before we go home</li> <li>We use a tissue or an elbow to cover our mouths when we cough or sneeze</li> <li>Tissues go in the bin (catch it, bin it, kill it)</li> <li>We must speak to an adult if we are feeling unwell</li> </ul>	<ul style="list-style-type: none"> <li>We follow adult direction</li> <li>We maintain social distance from all adults</li> <li>We move calmly around the Academy using the one way system</li> <li>We use our designated toilets</li> </ul>
Be Respectful	<ul style="list-style-type: none"> <li>We are focussed in the classroom and use our learning time well</li> <li>We never leave the classroom without permission</li> <li>We speak kindly and respectfully to each other</li> <li>We listen to staff and follow instructions</li> <li>We use good manners</li> <li>We are honest</li> </ul>	<ul style="list-style-type: none"> <li>We do not push or pull or push each other</li> <li>We are kind and respectful during social times.</li> <li>We are kind and respectful to each other when using social media.</li> <li>We talk to each other and try to work problems out</li> <li>We respect each other's opinions</li> <li>We respect the rules of school and society</li> <li>We respect social distance from teachers and peers</li> </ul>
Be Ready	<ul style="list-style-type: none"> <li>We arrive to all lessons on time</li> <li>We arrive to all lessons with the correct equipment</li> <li>We arrive to all lessons having completed the set home learning to the best of our ability</li> <li>We have our mobile phones switched off and out of sight</li> <li>We do not move around the classroom without permission from the adult</li> <li>We keep a distance from others when we line up to enter any classroom</li> <li>We sit at our allocated desks and don't share equipment</li> </ul>	<ul style="list-style-type: none"> <li>We wear full uniform with pride</li> <li>We have a good attendance record and arrive to school on time</li> </ul>

## Be Safe, Respectful and Ready

Category	Lead Staff	Behaviour and Concerns	Possible Actions
1	Teacher	<ul style="list-style-type: none"> <li>Minor discretions or inappropriate behaviour below the expectations of acceptable behaviour within the Academy during normal operation</li> <li>This could include rudeness, disrespect or not following reasonable instructions (actions prior to formal consequences in effect)</li> </ul>	<ul style="list-style-type: none"> <li>Conversation with student(s), which could include a verbal warning, moving seats and other behaviour management strategies.</li> <li>5 minutes out of class</li> <li>Contact with parents/carers.</li> <li>Concern logged on SIMS</li> <li>Restorative Practice</li> </ul>
2	Heads of Faculty	<ul style="list-style-type: none"> <li>Repeated instances of "1" or:</li> </ul>	<ul style="list-style-type: none"> <li>Conversation(s) with student(s) which could include a verbal warning, moving rooms and other behaviour management</li> </ul>

		<p>A single use of offensive/ inappropriate language (not towards staff).</p> <ul style="list-style-type: none"> <li>• Defiance/ rudeness towards staff.</li> </ul>	<p>strategies felt appropriate by the lead member of staff</p> <ul style="list-style-type: none"> <li>• HOF lunchtime detentions within the bubble</li> <li>• Contact with the student's parents/carers).</li> <li>• Concern logged on SIMs</li> <li>• Restorative practice</li> <li>• HoC/ SLT informed</li> </ul>
<b>3</b>	<b>Heads of College</b>	<ul style="list-style-type: none"> <li>• Repeated instances of “2” or: A single use of offensive behaviour/ language towards staff/students.</li> <li>• Inappropriate comment about students in Academy.</li> <li>• Any use of racist, homophobic, bullying, discriminatory language/behaviour.</li> </ul>	<ul style="list-style-type: none"> <li>• Phone call home.</li> <li>• Moving to other spaces Temporary suspension of student, access learning platforms (if it is relevant to e-safety).</li> <li>• Logging of incidents on to SIMs as applicable.</li> <li>• HOC afterschool detentions</li> <li>• Referral to SLT</li> <li>• Restorative practice</li> </ul>
<b>4</b>	<b>SLT</b>	<ul style="list-style-type: none"> <li>• Persistent or intentional breach of safety expectations around social distancing/ hygiene (coughing/ spitting).</li> <li>• If staff have indicated that there is a safeguarding concern</li> <li>• Any intentional comment towards staff that could be construed as inappropriate or sexualised</li> </ul>	<ul style="list-style-type: none"> <li>• Phone call home to discuss the issue with the parent/carer</li> <li>• Appropriate sanction to be implemented <ul style="list-style-type: none"> <li>6pm detention within bubble</li> <li>Saturday morning detention</li> <li>Removal from school site (Focus)</li> <li>Fixed Term Exclusion</li> </ul> </li> <li>• Log incident on SIMs</li> <li>• Exclusion protocols complied with</li> <li>• Log on MyConcern if necessary</li> <li>• Implementation of Risk Assessment Plan where appropriate.</li> <li>• Referral to key agencies such as social services/ police.</li> <li>• If a student is deemed as ‘a risk’ studying in the Academy (and cannot be mitigated by a risk assessment), a temporary exclusion from attending the Academy may be considered.</li> </ul>
<p>It is likely that SLT will be visiting lessons regularly and this will give teachers the opportunity to have a discussion regarding any issues. If there is no other option, the teacher may ask a student to stand outside the classroom door and wait for the SLT to arrive and a call made to alert SLT.</p>			