

WALKDEN HIGH SCHOOL



BEHAVIOUR POLICY

(Revised September 2008)

Walkden High School BEHAVIOUR POLICY

Walkden High School has engendered over recent years an ethos of mutual cooperation which we cherish and are determined to maintain.

Teachers and pupils should operate in an environment of mutual **respect** where the focus is on **learning** and **achieving**.

- Behaviour which deliberately obstructs or impedes the learning process of others is therefore unacceptable in our school.
- Behaviour which knowingly demonstrates a lack of respect for another, or others, is also intolerable. This includes showing a lack of respect because of another's gender, Special Educational Needs, racial or social background or age. This sort of behaviour we categorise as bullying.
- Selfish or inconsiderate behaviour which causes (or could cause) unfortunate consequences to others may not always be deliberate, but will be viewed as anti-social, and must be pointed out and strongly discouraged or if appropriate, punished.

We believe that by encouraging and sustaining an atmosphere where decency is the norm then we can maintain a clear moral code where rudeness, aggression, arrogance or insolence are not tolerated.

The school rules, coming from the pupil body, and subject to regular evaluation by pupils, parents and teachers are as follows :

1. Attitudes and Relationships

All our children have a right to come to school and be treated decently. **More important than anything else is that pupils act with a sense of responsibility and decency towards each other.** They should always try to be well mannered and courteous even under stress, and there is never any excuse for rudeness or thoughtlessness. The school aims to help pupils to discipline themselves to be pleasant and reasonable, and to come to expect the same in return.

2. Personal Safety and Security

Pupils must not act in any way that might cause distress, injury or inconvenience to any other member of the school. For example, we do not allow ball games where they will cause damage - these are allowed **only** at the back of school where there is adequate space for them. The main car park is not to be used as a playground.

School is **not** the place to bring expensive personal belongings that might be broken or lost. Bags should always be carried about or stored safely in the proper secured rooms at lunchtimes. Pupils have a **responsibility** to look after their belongings.

3. The School Environment

Because there are so many children here, pupils need to move about in an orderly fashion, especially at breaks and at changes of lessons. We require that they walk on the left in corridors, in a quiet and civilised manner.

Outside fences have been erected to add to pupils' security. Pupils are not to encourage strangers or disaffected ex-pupils to approach the premises by talking to people through the railings.

In order to keep the school environs pleasant and clean, pupils must not leave litter inside or outside the building. Chewing-gum is especially unpleasant and is **absolutely forbidden**.

Classrooms, equipment, furniture and corridors are shared by everyone and all pupils have a responsibility to preserve them in good order. Unsightly litter should be collected and any damage or graffiti reported immediately. Any pupils who vandalise school property will have parents billed for the expenses incurred in putting right the damage.

4. Attendance and Punctuality

The school is required by law to know the whereabouts of all its children during normal school time, so pupils must make sure that they attend school promptly and bring in a note immediately following any absences (*a telephone message on the first day of illness should be encouraged.*) Any pupil arriving during the morning or afternoon session should report to Reception. If a pupil has to leave the school after registration for a dental appointment or any other reason, he or she must inform the form tutor as well as report to Reception before leaving the building. Evidence of the appointment **MUST** be produced.

5. Uniform

It is essential that pupils always maintain a pride in their appearance, so school regulations on dress **must** be observed at all times. Girls are not allowed make-up. No one is allowed any jewellery other than a wrist watch.

6. Lunchtime

At lunchtime, pupils are only allowed home if under **parental** supervision, (*the letter requesting the pass must be kept in the child's file.*) Such pupils must obtain a Lunch Pass from Mrs Warren. No other pupil may leave the premises.

7. Health and Safety

Injuries or accidents must be reported to the school office immediately.

All pupils are equally part of the community that values a safe, secure and peaceful learning environment. A 'Code of Conduct' is also found in the pupil Planner.

Code of Conduct ...

At Walkden High School it is expected that you :

- are always on time for school and lessons;
- are always fully equipped for whatever lessons you have;
- never leave school without permission;
- look after whatever part of the school you are in;
- consume food and drink only in designated areas;
- treat visitors with courtesy;
- take a pride in the reputation of your school;
- always try your best;
- always wear full school uniform. If you have any doubts, check the uniform requirements at the back of the planner;
- **carry your pupil planner with you at all times whilst in school, together with other necessary equipment (pens, pencils, rulers, etc.) in a suitable school bag.**

Classroom Expectations ...

- Enter the classroom quietly; sit down and keep chair legs touching the floor.
- Place your coat in your bag and put it under the table or in a safe place. Get your books and pupil planner out.
- If you wish to speak, put up your hand. Do not call out or interrupt.

- When someone is talking, listen carefully.
- Always consider others: use the words ‘please’, ‘excuse me’ and ‘thank you’.
- Never chew in your lessons.

REWARDS :

Pupils are rewarded for their contribution to the normal positive ethos of the school chiefly by progress with their learning and the growth of self esteem which a sense of purpose and achievement brings to the individual.

However, further incentives are incorporated within the school system to help spur pupils on and let achievement and progress be clearly seen by both the student body and pupils’ parents.

In Years 7, 8 and 9 the merit scheme provides visible rewards for pupils who put especial **effort** into school work. Certificates are awarded for target numbers of merits, going from blue to pink to gold and even platinum! Letters home, prizes, good comments, trips, etc. together with a variety of ad hoc rewards are arranged by individual staff. The eligibility of an individual child to gain any reward will be communicated to parents where appropriate.

Currently further rewards built into the first three years include a variety of extra curricular trips and/or discos. For example, Year 7 usually have a trip to Alton Towers, as well as discos; whilst Years 8 and 9 may prefer discos and trips to Blackpool Illuminations.

Pupils can be withdrawn from trips if they have been badly behaved (School Visits Policy).

At present in Upper School (Years 10 and 11) a variety of trips and entertainments are offered, from trips to Blackpool, London and Alton Towers to the coveted invitations to the Leavers’ Holiday which takes place in the August after GCSEs have been taken. The Leavers’ Meal and Disco in Year 11 is also by invitation only, and pupils who have broken school rules are not invited.

Parents are kept informed of problems pupils are encountering by :

- Notes in the pupil planner.
(Parents are asked to check the planner daily if possible and to sign it weekly.)
- Letters or phone calls from subject teachers/Heads of Department re problems with class or home work.
- Letters or phone calls from pastoral staff about behavioural, attendance or punctuality problems.
- Our school EWO will contact parents about attendance or punctuality problems when pastoral staff consider it necessary.

SANCTIONS

With a highly skilled professional staff a variety of classroom management techniques are automatically employed to ensure that the most effective teaching and learning takes place. Pupils are expected to maximise the learning opportunities offered, and follow instructions given. Pupils **must** bring their school planner to each lesson, as it is the main method of helping pupils organise their class and home work, and is the chief vehicle of communication between home and school.

Particular sanctions are applied to children losing or forgetting planners, as they are such an essential tool to pupils’ self-management.

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|----------------------------------|---|--|
| • not signed or forgotten x 3 | = | Detention by Form Tutor |
| • not signed or forgotten x 3 x2 | = | Send to PPD or Asst. PPD
Detention by PPD or Asst. PPD
Letter Home by PPD or Asst. PPD |
| • not signed or forgotten x 3 x3 | = | Sent to PPD
Second Letter home
Placed on Homework report |

Four types of problems can arise in school :

1. Problems with attitude to classwork or homework.
2. Problems of behaviour in classrooms or around the school environs.
3. Problems arising from an inability to act appropriately towards staff or other children.
4. Infringements of other school rules.

Sanctions available are :

- **Detentions :**
Breaks, lunchtimes (*except for pupils with lunchtime passes*) 3.30 p.m. →
Pupils with 3.10 p.m. → detentions will have their parents notified at least 24 hours beforehand so that arrangements can be made. We try and avoid after school detentions, especially for younger pupils, in the winter months.
- **Report Cards :**
Internal : signed by all staff.
External : parents are also asked to sign.
- **Changing Groups * :**
Can take place at any time if necessary.
- **Fixed Term Suspensions :**
Up to 45 days in any one school year.
- **School Contracts**
- **Permanent Exclusions**

Parents should be aware that they will be involved in helping us support the pupil and try to develop strategies to avoid an individual's behaviour deteriorating from early on.

We aim to investigate why a pupil is behaving badly and where possible to offer support and help. However, it must be noted that the learning of the majority must not be allowed to be adversely affected by the disruptive behaviour of one individual.

Parents may request further details of school policies. Small cost may be incurred for duplicating purposes. Please allow a week's notice :

- Bullying Policy
- Equal Opportunities Policy
- Child Protection Policy
- Drugs Policy
- Anti-Smoking Policy
- Referred systems within school – Guidelines for Staff
- What to do if a Child is Ill?

The full range of school sanctions (*previously outlined*) will be used to discourage anti-social behaviour.

*There may be quite different reasons (*apart from as a sanction*) for changing a pupil's group.