



**HEART OF ENGLAND**  
Creating Futures



Behaviour Policy

## POLICY STATEMENT

Heart of England behaviour policy is designed to support our core values and underpins our vision of creating exceptional futures for all our students by teaching them to make the correct choice; first time every time. This policy is closely linked to other policies relating to safeguarding and anti-bullying.

We demand the highest standards of behaviour to allow every student to be visible and thrive in a calm learning environment. The 4 classroom essentials will allow the teacher to teach and the student to learn without unnecessary distractions.

Our 'non-negotiables' enable all members of our community to feel safe and secure. They pre-empt poor behaviour and provide a consistent series of rewards and sanctions which escalate to support the student to conduct themselves in the Heart of England 'one way by design.'



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THE 4 CLASSROOM ESSENTIALS



Action will be taken to support and discipline students who choose to ignore our non-negotiables in school or off site if they are clearly identifiable as a Heart of England student; for example travelling to or from school.

Incidents will be logged on the student's Behaviour for Learning record under the category of 'Information', more serious incidents will be recorded as a 'Concern'. Selected aspects of the Behaviour for Learning record will be visible on INSIGHT.

We will endeavour to keep parents/carers informed of any incidents and to resolve conflict during the first wave of intervention which is a conversation between those involved. The support and sanctions for our non-negotiables is not an exhaustive list. In extreme educational circumstances alternative strategies will be adopted to meet the needs of the individual student, recognising their social, emotional, mental health and wellbeing in addition to any special educational needs.

## Punctuality and Attendance

Arrive to tutor time before 8.55am and maintain outstanding attendance

## Uniform and Appearance

Uniform to be worn properly. Non-school uniform items will not be tolerated

## Bullying

Bullying, racial, sexual or homophobic harassment is not tolerated

## Environment

Damage to school property, eating in non-designated areas or anti-social behaviour is not tolerated

The 4 Classroom Essentials



# Non-Negotiables

Our One Way by Design

## Physical Contact and Verbal Abuse

Inappropriate physical contact and any form of verbal abuse is not tolerated

## possession

Dangerous objects, drugs, pornography or stolen items are not tolerated

## Follow Instructions

Stop and listen to members of staff; first time, every time

## Mobile Devices

No use of any personal mobile devices during the school day. Mobile devices are not to be seen or heard

## PASTORAL SUPPORT PROGRAMME

A Pastoral Support Programme (PSP) will be implemented for students whose behaviour continues to cause concern. This will be managed by the students' Pastoral Manager and supported by the wider Pastoral Team. The programme is staged 1-5, when targets are achieved students move to a lower stage and eventually rewarded by being removed from the programme. If targets are not achieved sanctions and support escalates to the next stage.

## REWARDS: RECOGNISE ACHIEVEMENT AND REWARD POSITIVE BEHAVIOUR

**House Points** – Students are rewarded by receiving House Points. These are recorded on the student's electronic file and on INSIGHT. They are issued for the following categories:

- Exceptional and sustained hard work
- Exceptional actions relating to our core values
- Exemplary attitude and conduct sustained over time
- Outstanding commitment and representation of the school
- Exceptional and sustained performance during assessments

**Private Positive Praise:** Students are rewarded verbally or in written format via personal letters, emails or post cards home.

**Public Positive Praise:** Rewards are issued in public during lessons, House Tutor groups and during assemblies. Outstanding achievements may be displayed in curriculum areas, shared on the Heart of England school website or posted on twitter.

**Positive Report Cards:** Students requiring close monitoring may respond effectively to a report card that records positive behaviours.

## HOME-SCHOOL PARTNERSHIP: FAMILIES SUPPORTING THE SCHOOL

In line with our home-school agreement signed by parents/carers and students as part of our admissions process, parents/carers will “support the school Behaviour Policy, including the implementation of appropriate sanctions.” Students will “follow the Behaviour for Learning and Anti-Bullying policies.” We expect wholehearted support from all families to maintain consistent high standards of behaviour and academic progress. In choosing to attend Heart of England, families are making the choice to follow our behaviour systems. We require that all families learn ‘**The 4 Classroom Essentials**’ and our ‘**Non-negotiables**’ as we work together to create exceptional futures for all of our students.

### Web links to other policies closely related to the behaviour policy:

- [Anti-Bullying-policy.pdf](#)
- [Detention-policy.pdf](#)
- [Exclusion-policy.pdf](#)
- [Attendance-policy.pdf](#)
- [Uniform and Appearance.pdf](#)

# SANCTIONS AND SUPPORT: STUDENTS NOT MAKING THE CORRECT CHOICE

## Appendix 1 – Make the correct Choice – Classroom Support and Sanctions



### Clear Verbal Warning

A circular icon with a teal-to-purple gradient, featuring a white silhouette of a person's head and shoulders, representing a verbal warning.

- Teacher makes eye contact with the students and clearly explains the reason for a C1 linked to 'CALM'

### Classroom Strategies

A circular icon with a teal-to-purple gradient, featuring a white silhouette of a person's head and shoulders, representing classroom strategies.

- Classroom teacher implements strategies such as...
- C2 noted by teacher
- Move to work away from distraction
- Maximum 5 minutes out of the room
- Praise positive behaviour
- Use indirect and direct intervention

### Subject Detention

A circular icon with a teal-to-purple gradient, featuring a white silhouette of a person's head and shoulders, representing subject detention.

- C3 Concern is noted by the teacher and recorded on electronic file
- Curriculum Leader is informed
- Student receives a subject detention slip
- 15 minutes lunch detention
- Failure to attend is an after school detention on Tuesday or Thursday

### Student Parking

A circular icon with a teal-to-purple gradient, featuring a white silhouette of a person's head and shoulders, representing student parking.

- Student directed to another classroom
- ALERT email if necessary
- After school detention is automatically issued for Tuesday or Thursday
- C4 Concern recorded on electronic file
- Curriculum Leader & Pastoral Manager informed
- Parents/Carers are contacted by teacher

### Internal Isolation

A circular icon with a teal-to-purple gradient, featuring a white silhouette of a person's head and shoulders, representing internal isolation.

- Strict internal isolation procedures followed
- No communication. All personal items removed
- Incidents after break result in isolation the following day
- Principal detention (after school Friday) is issued
- C5 Concern recorded on electronic file
- All of the student's teachers are informed
- Parents/Carers contacted and invited to school

If the student does not make the correct choice...

If the student does not make the correct choice...

If the student does not make the correct choice...

If the student does not make the correct choice...

Make the correct choice!

## Uniform & Appearance

Uniform will be worn properly, non-school uniform items will not be tolerated

- **Confiscation:** non-uniform items will be removed after entering school and collected from pastoral support at 3.25pm
- **Lunchtime Detention:** repeated incidents that contravene the appearance policy
- **After School Detention:** non-uniform items worn between registration and 3.25pm. Persistent refusal to wear the uniform correctly
- **Parent/Carer Collection:** repeated confiscated items will not be returned to the student
- **Internal Isolation:** refusal to hand over non-uniform item

## Mobile Devices

No use of any personal mobile devices during the school day. Mobile devices are not seen and not heard

- **Verbal Warning:** if a mobile device is seen or heard during social time (Except Year 11 in M5)
- **Confiscation:** device seen or heard during a lesson or change over. Collected from Pastoral Support at 3.25pm
- **After school detention:** any student whose device is confiscated
- **Parent/Carer Collection:** hesitation in handing over device or repeat incidents of device misuse
- **Internal Isolation:** refusal to hand over electronic device

## punctuality & Attendance

Arrive to House Tutor Time before 8.55am and maintain outstanding attendance

- **Late Mark Recorded:** arriving after 8.55am bell to House Tutor time
- **Letters to Parents/Carers:** following a blanket check for late arrivals on any given day
- **Lunchtime Detention:** persistent late arrivals are identified by House Tutors and referral to Pastoral Manager
- **After School Detention:** failure to improve punctuality following support. Internal truancy to a lesson or House Tutor time
- **Attendance Team Referral:** including our Education Welfare and Attendance Officer for students who do not maintain outstanding attendance. Truancy from school

## physical & Verbal Abuse

Inappropriate physical contact or any form of verbal abuse is not tolerated

- **Lunchtime Detention:** anti-social behaviours which pose a risk to self or others between lessons, during social time or travelling to or from school
- **After School Detention:** serious or repeated incidents of pushing, tripping, shouting, play fighting or swearing
- **Principal Detention:** pre-meditated action to pursue another student with the intent to physically or verbally harm
- **Internal Isolation:** incidents of serious physical contact. Sustained verbal abuse towards another student
- **Sanctions & Support:** all serious incidents of physical contact or verbal abuse towards staff or students will be investigated and may result in fixed or permanent exclusions

## Possession

Dangerous objects, drugs, pornography or stolen items are not tolerated

- **Internal Isolation & Confiscation:** immediate pending a full investigation into possession of dangerous objects, pornography, stolen items, alcohol or tobacco
- **Parents/Carers Informed:** possession of items that poses a safeguarding risk
- **Principal's Detention:** possession of tobacco, alcohol, matches or lighters. Smoking or being associated with smokers, includes e-cigarettes
- **Police Informed:** incident referral for possession of any illegal items
- **Sanctions & Support:** all serious incidents of possession will be thoroughly investigated and may result in a fixed or permanent exclusion

Concern recorded on students electronic file

## Follow Instructions

Stop and listen to members of staff; first time, every time

- **Verbal Warning:** for isolated incidents the student will explain their actions to the member of staff
- **After School Detention:** blatant refusal to follow reasonable instructions during social time or in-between lessons
- **Parent/Carer Meeting:** to resolve any ongoing incidents of refusing to follow reasonable instructions 'first time every time'
- **Internal Isolation:** students who blatantly and persistently refuse to follow reasonable instructions
- **Sanctions & Support:** regular and sustained incidents of refusal despite previous sanctions may result in a fixed or permanent exclusion

## Bullying

Bullying, racial, sexual or homophobic harassment is not tolerated

- **Report Incidents:** have courage to report any incidents of bullying to a member of staff, parent/carer
- **Incident Account:** students will be asked to give an honest account of all incidents involving bullying
- **Intervention:** action based upon the individual circumstances. Victim and aggressor will be offered support during and after the process
- **Sanctions & Support:** dependent upon the circumstances. Detentions, changing class or tutor group, isolation or exclusions are examples of the action that can be taken
- **Permanent Exclusion:** will be considered in sustained and extreme circumstances

## Environment

Damage to school property, eating in non-designated areas or anti-social behaviour during social time is not tolerated

- **Verbal Warning:** minor incidents which may have caused damage to people or property. Student in out of bound areas
- **Lunchtime Detention:** repeated incidents which may cause damage to people or property. Student in out of bound areas
- **After School Detention:** eating in undesignated areas. Littering or vandalism. Persistent disregard for rules governing out of bound areas
- **Payment for Damages:** significant cost incurred as a result of acts of vandalism will result in the payment of damages
- **Internal Isolation:** serious or pre-meditated action that poses a health and safety risk of harm to others in our community
- **Sanctions & Support:** following an internal investigation action will be taken depending on the circumstances
- **Permanent Exclusion:** arson and other forms of criminal damage



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