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## **REACH BEHAVIOUR POLICY & CENTRE CODE OF CONDUCT**

The REACH Behaviour Policy is built upon a four R's framework that clearly identifies our rights and responsibilities as learners and leaders in learning.

Our rules and routines underpin the curriculum and its delivery. Staff and students engage with rules and routines throughout lessons and measure progress against them.

The four R's drive the development of positive behaviour of all our students. The framework provides a structure to promote behaviour for learning which will develop all of our young people into independent learners who are ready for their next phase of learning.

### **RIGHTS**

We all have the right to:

- Be respected, trusted and valued.
- Learn in a calm and safe environment.
- Access an environment that promotes our well being.
- Be listened to and be heard.
- Experience and participate in the highest standard of learning and teaching which meets our needs.

### **RESPONSIBILITIES**

It is our responsibility to:

- Follow rules and routines.
- Respect and value the contributions and beliefs of others.
- Actively participate in the highest standard of learning and teaching to ensure we achieve our potential.
- Support one another in our learning journey by working hard to meet our targets.
- Go the extra mile for others and work as a team.

## **RULES AND ROUTINES**

(see appendix 1)

## **CONSEQUENCES**

### **Rewards**

We promote the development of behaviour for learning through rewards. By following our Centre Rules and Routines you will be rewarded through:

- Stickers
- Certificates
- Vouchers
  
- Verbal praise
- Phone calls home
- Praise post cards
- Displayed work
  
- Reward ceremonies
- Events
- Responsibilities
- Trips, visits and residential

### **Sanctions**

Equally to develop the skills of our students we will use sanctions to identify boundaries, deter inappropriate behaviour and direct students towards positive behaviour.

When rules and routines are not followed the following sanctions will be used:

- You will be reminded of the expectations.
- You will be warned of the consequences of your behaviour
- You may be moved to another seat.
- You may not achieve your class behaviour/work merit.
- Your parents/carers may be contacted by telephone.
- A letter may be sent home.
- You may be withdrawn from the classroom to resolve the difficulty.

If the difficulty cannot be resolved.

- Your parents/carers will be contacted.
- You will be sent home.
- You may be called to a disciplinary hearing.

Serious breaches of the Rules and Routines or non resolvable difficulties will result in students and parents/carers being called to a disciplinary hearing.

The disciplinary hearing will decide what further action should be taken from the following outcomes:

- a) take no further action (in exceptional cases only)
- b) renegotiate agreement
- c) give a verbal warning to the student
- d) give a written warning to the student
- e) temporarily suspend the placement
- f) seek mediation from Children's Services before the situation becomes insoluble
- g) exclusion

The action will be progressive and normally follow sequentially; however, stages may be omitted.

***Failure to leave the Centre premises upon request may result in the police being called.***

## **REACH APPROACH TO PROMOTING POSITIVE BEHAVIOUR**

All staff are responsible for maintaining high standards of behaviour.

All staff will deal with inappropriate behaviour in the following way to ensure a common approach.

### **Challenge inappropriate behaviour by steps 1 – 4**

1. Explain fully the expectations from the student with positive reinforcement.
2. Reminder of the expectations.
3. Warning of action to be taken if expectations are not met e.g. movement to another chair, lowering of BFL. Grade.
4. Follow up action.

## **Guidelines**

- a) Follow up actions must be directly related to the warning.
- b) Removal from classroom should be a last resort.
- c) If classroom staff requires a student to be removed from their class, the member of staff on duty must be called to collect the student.
- d) Classroom staff should brief the duty member of staff of the difficulty.
- e) Students who are removed from class will be expected to discuss and resolve their behaviour appropriately and with reference to, Rules, Routines, Rights and Responsibilities.
- f) Students should then be returned to class and the class teacher briefed upon the resolution, for example:  
*“(student) has discussed the difficulties and knows where he/she is going wrong and is going to try to resolve the problem”*
- g) In exceptional cases if it is not appropriate to return the student to class, or a student is removed for the second time, work should be provided by the class teacher.
- h) Behaviour will be discussed and reviewed at weekly tutorials.

## **Serious breaches of the Rules and Routines / non resolvable difficulties.**

Students will be asked to leave the Centre and their parents/carers will be notified immediately. Students will be expected to attend a meeting with their parents/carers to try to resolve the difficulty.

## **Centre Code of Conduct**

Staff and students will work together to ensure that:

Everyone behaves in a considerate manner and treats each other with respect by not hurting others verbally or physically.

Everyone moves around the centre quietly and carefully.

All differences, disputes or difficulties are resolved in a calm and responsible manner and not taken into the classroom (if students are asked to leave the classroom to resolve a difficulty, they must do so immediately).

Eating and drinking should only take place at the appropriate times in the appropriate places (e.g. Key stage hubs at break times).

Students should not leave the Centre premises between arrival and home time without permission.

Students should remain in the centre at all times and will take breaks in the appropriate hub (unless permission is given and supervised elsewhere).

Their own and other peoples' property are taken care of at all times (lockers are available).

Students behave in a manner that reflects well upon themselves and the Centre, on the journey to and from the Centre and on offsite activities.

Everyone arrives on time for all classes.

Students should not leave classrooms to use the toilet or for a drink unless absolutely necessary (breaks are provided throughout the day for this purpose).

There is no smoking in or around the Centre premises including electronic cigarettes. (All cigarettes must be handed into the office in the morning and will be returned at home time.)

Mobile phones must be handed in at the office and will be returned at the end of the day. Personal music players are not to be taken into classrooms and must be handed into the office.

No illegal drugs, alcohol or weapons are to be brought to the Centre.

The Centre is a place of equal opportunities and therefore provides an environment that is free from harassment and discrimination of any kind for staff, students, visitors and the local community. (Please see Equal Opportunities Policy and Racial Equality Policy and guidance).

### **Classroom Expectations**

In our classroom the expectation is that:

We enter our classroom in a quiet and considerate manner, going straight to our workplace and sitting down.

We listen to instructions.

We listen to others' opinions and don't use put downs.

We always try our best.

Our classroom is kept clean and tidy for the next group.

We remove all coats, hats, jackets etc. (all outside clothing).

We engage with the behaviour for learning system and rules and routines.

If you stick to the code of conduct and classroom expectations you will be rewarded.

#### **You can earn**

Class work merits

Behaviour merits

Co-operation merits

Praise postcards

Certificates

Reward Trips

**If you do not stick to the code of conduct and classroom expectations the following will happen:**

You will be reminded of the expectations;

You will be warned of the consequences of your behaviour;

You may be moved to another seat;

You may lose your class work or behaviour merit;

Your parents/carers may be contacted by telephone;

A letter may be sent home;

You may be withdrawn from the classroom to resolve the difficulty.

**If the difficulty cannot be resolved:**

Your parents/carers will be contacted;

You will be sent home;

You may be called to a disciplinary hearing;

**Serious breaches of the Code of Conduct or non-resolvable behavioural difficulties will result in students and parents/carers being called to a disciplinary hearing.**

The disciplinary hearing will decide what further action should be taken from the following outcomes:

- A) Take no further action (in exceptional cases only )
- B) Renegotiate agreement
- C) Give a verbal warning to the student
- D) Give a written warning to the student
- E) Temporarily suspend the placement
- F) Seek mediation from the L.E.A. before the situation becomes insoluble
- G) Terminate the placement (exclusion)

The action will be progressive and normally follow sequentially, however stages may be omitted

**Failure to leave the Centre premises upon request, may result in the police being called.**

**Please also see our Drug and Alcohol Policy**

**<http://www.reachhub.org.uk/media/34099/drug,%20alcohol%20and%20tobacco%20policy%20sept%202018-2019.pdf>(click here)**