



Achievement and Behaviour Policy

At Mayfield our whole school ethos is based around our values (called the 6Rs) which are to be:

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| 1. Resilient | 4. Responsible |
| 2. Resourceful | 5. Ready |
| 3. Respectful | 6. Reflective |

(These are referred to as learning superpowers in the primary sections).

Achievement and behaviour

Rewards - Pupils are rewarded for demonstrating that they adhere to the 6 Rs within school and the local community. Criteria for reward trips and prom can be found on the school website.

The school has a system in place which is set up to reward pupils for doing the right thing. Rewards are based around the 6 Rs and include but are not limited to:

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| • Achievement points | • House prizes |
| • Golden time | • Presentation afternoons and evenings |
| • Celebration assemblies | • Young leader responsibilities |
| • Positive texts home | • Prefect responsibilities |
| • Achievement certificates | • School council responsibilities |
| • Participation in extracurricular events | • Presentation ceremonies |
| • Reward notes | • Residential trips |
| • Reward teas | • Letters home from the Headteacher |
| • Reward trips | |

Interventions - Whilst we strive to make rewards the basis of our behaviour system, we recognise that on occasion, pupils may need additional support in the form of interventions. Interventions include but are not limited to:

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| • Restorative meetings | • Personalised timetables |
| • Restorative approaches | • ASPIRE provision |
| • Use of the isolation room | • REFOCUS provision |
| • Time out cards | • Home visits |
| • ELSA support | • Medical cards |
| • A range of behaviour plans | • Anti-bullying contracts |

Staff follow clear routines within the classroom to enable pupils to progress and it is the responsibility of subject teachers to deal with minor incidents which occur in the classroom.

Behaviour - School systems are designed to be restorative, consistent and fair and to allow pupil the opportunity to correct their behaviour before being removed from the learning environment. The system of warnings varies between the primary and senior sections of the school.

Detentions - The school runs a system of lunch time detentions in the primary school and same day, after school, detentions in the senior school. Parental consent is not required for detentions.

However, parents will receive a text to alert them **where possible**. Detentions will not be re-arranged. Detentions take priority over extra-curricular clubs or fixtures.

The Headteacher can nominate a member of staff to run a detention on a Saturday morning (except the weekend preceding or following a half term break) or on a non-teaching day (INSET days).

Pupils in the senior section who persistently fail to follow expectations within school may be directed to *REFOCUS* provision which runs between the hours of 12pm and 5pm. Parents/carers are expected to attend a reintegration meeting following any period of time spent in this provision.

Punctuality – All pupils are expected to arrive on time to school and to lessons.

Refusal - Pupils who refuse to follow the instructions of a member of staff may place themselves in danger and will be placed outside of the classroom in the primary school or in the isolation room in the senior school if necessary in order to keep them safe.

Bringing the school into disrepute – Pupils are expected to behave in an appropriate way on their way to and from school, whilst representing the school at different activities and whilst on school trips. This includes outside of school hours. Pupils who fail to behave in an appropriate way may be issued with an appropriate intervention.

Vandalism, graffiti and damage to school property – Any pupil found to be damaging school property may be asked to pay for the damage. They may also be asked to participate in school-based community service.

Smoking – Smoking and vaping on the school site is not allowed under any circumstances. Pupils are forbidden to do either of these on the school grounds, in the school building and around the perimeter of the school grounds.

Bullying – Mayfield School will not tolerate bullying of any kind. Where bullying occurs, it will be dealt with in line with the school's anti-bullying policy which is available on the school website.

Exclusions - The Headteacher can decide whether to exclude a pupil for a fixed period of time or a permanent basis. They must take into account all of the circumstances, the evidence available and the need to balance the interests of the pupil against those of the whole school community. They will write to parents when their child is excluded to advise them of the following:

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| a) The reason for the exclusion | d) How representations can be made |
| b) The period of the fixed term exclusion | e) Their legal responsibility for their child whilst they are excluded |
| c) Parents/carers rights to make representations to the Governing body | |

Permanent exclusion is rarely used by Mayfield School. However, there are some occasions where the Headteacher could reluctantly exercise the right to do so. Permanent exclusion from Mayfield School may be for one or more of the following reasons:

- a) An irretrievable breakdown in the relationship between the school and pupil due to a persistent failure to follow the expectations of the school and/or refusal to cooperate with the school community
- b) Preventing other pupils from learning due to continued poor behaviour
- c) Serious and extreme verbal or physical abuse of any member of the school community
- d) Preventing a member of staff from conducting their professional duties around school. In the event of a fight, a member of staff will issue clear, loud, verbal instructions to pupils. If they fail to follow these instructions and intentionally or unintentionally strike a member of staff who is trying to intervene, the Headteacher will recommend a permanent exclusion
- e) The use of or sale of prohibited substances
- f) A severe threat to the health and safety of the school
- g) Wilfully setting off the school fire alarm

More information about exclusion can be found within the statutory instruments document on the DFE website No.1033 “The School Discipline (Pupil Exclusions and Reviews) (England) Regulation 2012”

Searching pupils – Members of staff may search a pupil by law with or without their consent for prohibited items including mobile phones, knives, weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornographic images, items that have been or are likely to be used to commit an offence, cause damage to property and any item banned by the school rules. This list is not exhaustive.

As set out in Section 91 of the Education and Inspections Act 2006, school staff can seize any prohibited item found as a result of a search for any item banned by the school rules which has been identified in the rules as an item which may be searched for.

Electronic devices (such as mobile phones) can have their files or data examined. Following examination, a member of staff can decide to return the device, retain the device, or return the device to a parent/carer, and erase data or files if they think there is a good reason to do so. In determining “good reason” the member of staff must reasonably suspect that the data or files on the device in question has been, or could be, used to cause harm, to disrupt teaching or break the school rules. If inappropriate material is found it is up to the member of staff to decide whether to delete it or to keep it as evidence to be passed on, if necessary, to the Police.

More information can be found within the DFE guide for “Screening, Searching and Confiscation” (January 2018).

Confiscation – Members of staff are able to confiscate, retain or dispose of a pupil’s property as a punishment. Weapons, knives, stolen items and illegal substances will be handed over to the Police. Lighters, matches, tobacco products and fizzy drinks may be disposed of at the discretion of staff. Pupils who have their mobile phone or items of jewellery repeatedly confiscated will only have them returned to a parent or adult responsible for them.

Use of reasonable force - School staff should use de-escalation techniques in order to attempt to diffuse situations before using appropriate, reasonable force. However, there may be situations

where this is not appropriate, for example where a fight breaks out and staff intervene immediately in order to prevent harm.

All school staff have the legal power to use appropriate reasonable force to prevent pupils committing an offence, injuring themselves or others or damaging property, and to maintain good order of discipline in the classroom. This includes removing pupils who disrupt a lesson or preventing a pupil from leaving the classroom. The Headteacher and staff authorised by the Headteacher can use such force as is reasonable when searching a pupil without consent for prohibited items.

Members of staff have the power to use appropriate reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom.

The Headteacher and authorised school staff may also use such force as is reasonable given the circumstances when conducting a search without consent for knives or weapons, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornographic images or articles that have been or could be used to commit an offence or cause harm.

More information about the use of reasonable force can be found on the DFE website "Behaviour and discipline in schools – Advice for Headteachers and school staff – January 2016"

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