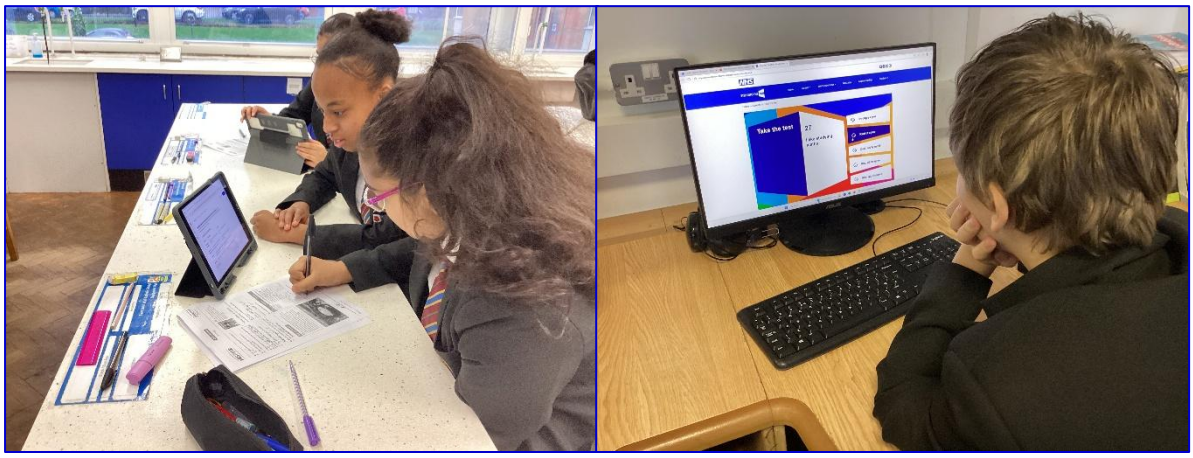
Saint John Wall Catholic School
A Catholic School For All

Mission Statement

'To educate each and every unique child in our care to hear and respond to what God calls them to be'



Behaviour Policy

'You shall not take vengeance, nor bear any grudge against the sons of your people, but you shall love your neighbour as yourself; I am the LORD.

Leviticus 19:18

JUNE Ofsted Good Provider 2023

February Catholic Schools Inspectorate Report 'Good' 2024

INTRODUCTION

As a Catholic School, we recognise that each member is a unique creation of God, made in His image, as was Jesus Christ, His Son. In this behaviour policy, we aim to ensure that every member of our Saint John Wall community will be respected as such and granted the dignity they deserve. This policy encourages the development of self-discipline, underpinned by the values of compassion and forgiveness, which will help each of us to treat our neighbours as we would ourselves, and follow the New Commandment taught by Jesus.

For the purposes of this policy, the term parent/parents is used to refer to the legal guardian of the pupil. This may include parents, carers, foster carers etc

- Saint John Wall Catholic School believes that all members of its community must be involved in the implementation of policies relating to keeping a disciplined, orderly, secure and happy learning environment. Ensuring high standards of behaviour is how we enable pupils to achieve their potential and meet the school's expectations.

- Each person involved with the school should be party to, and familiar with this policy. This includes governors, parents, teachers, support staff, pupils, external partners and visitors.

- The Governing Body will keep this policy under annual review. Governors will ensure that this policy is communicated to pupils, parents and carers.

- The Assistant Headteacher for Behaviour and Attitudes will be responsible for the implementation and day to day management of the policy and procedures.

- All school staff are responsible for ensuring that the policy and procedures are applied consistently and fairly.

- Parents will be expected, encouraged and supported to take responsibility for the behaviour of their children both inside and outside the school.

- Pupils are expected to take responsibility for their own behaviour and will be made fully aware of the school policy, procedures and expectations.

- The school works closely with external agencies to enhance the effectiveness of this policy and ensure that pupils and staff are kept safe both in school and the wider community.

    - As part of our safeguarding arrangements, we have a two-way information sharing agreement in place with West Midlands Police, and are active members of the local Police and Schools panel.
    - Other agencies will be engaged as identified by the SENDCO, or the Assistant Headteacher for Behaviour and Attitudes.
    - For some children child protection agencies may need to be involved. This will usually be done through the Designated Senior Lead.
    - Some pupils may be referred for early help assessment.

- The school also makes use of CCTV which is in operation inside and around the site, in order to enhance safety. This may be retained to support investigations into behavioural matters.

MISSION STATEMENT

'To educate each and every unique child in our care to hear and respond to what God calls them to be.'

Mission Statement	Rationale
'To educate…	**Our skilled teachers and support staff live out their vocation to serve and teach children and young people at Saint John Wall Catholic School.**
each and every…	**We are '*A Catholic School For All*' and we welcome pupils from each and every diverse background, faith and culture into the Saint John Wall community.**
unique child…	**We value human dignity and recognise every child as a unique individual made in the image of God.**
in our care…	**We provide high levels of care within a respectful and disciplined environment to safeguard children's wellbeing, welfare and safety.**
to hear	**We instil SJW values and encourage spiritual, moral, social, cultural and emotional personal development so that our young people are open to hear God's calling.**
and respond	**We foster our young people's gifts and talents so they are equipped with skills, knowledge and qualifications to create opportunities to be able to respond to God's calling.**
to what God calls them to be.'	**Taking Jesus Christ as a role-model we help pupils understand what God calls them to be; informed and responsible citizens whose vocation in life contributes to peace, tolerance, justice and service in both our local community and wider society.**

AIMS

1 To instil, in all our pupils a respect for religious and moral values and encourage positive attitudes towards other races, religions and ways of life, so that the teaching of Jesus Christ may be fulfilled according to the teaching of Holy Mother Church.

2 To ensure that every individual will receive full benefits from the service offered by our school, by developing suitable management and control.

3 To develop attitudes and behaviour patterns within the individual, which will enable them to conform to the norms of the society in which we live.

4 To help pupils to take responsibility for the consequences of any actions they may take.

PUPIL RESPONSIBILITIES AND ENTITLEMENTS

Everyone has responsibilities, which are fully listed in the Home School Agreement. All pupils sign a good behaviour contract on admittance to the school and this is kept on file.
The following reflects the responsibilities/entitlements of pupils in relation to these documents:

Each pupil has the responsibility: -

- to respect the Catholic nature of the school;
- to co-operate with any reasonable request or instruction given by any adult;
- to attend school regularly;
- to be punctual for every session;
- to wear the correct uniform;
- to have the correct books and equipment at all times;
- to move around school in an orderly manner;
- to behave in an acceptable manner in all lessons and in all situations in and around school, including on the way to and from school;
- to complete homework and keep deadlines;
- never to use any form of verbal (in any language) or physical abuse;
- to look after the environment by discarding litter responsibly, not defacing posters, displays or other people's work;
- to recognise and respect the rights of others, whether they are full-time members of staff, supply staff, student teachers, ancillary staff, office staff, visitors or other pupils; and
- to do the above regardless of race, creed, sex or colour
- never to sell any item for personal profit or without the knowledge of the Head of Year.
- Never to film, record, take photographs or share images or videos via social media of other children or teachers on mobile devices or school equipment such as the ipads.

Each pupil should expect and feel entitled:

- to feel secure in their Faith;
- to be safe and secure whilst in the care of the school;
- to be treated as an intelligent, capable human being;
- to be treated with courtesy and respect;
- to be able to take part in lessons in a proper learning environment;
- to be educated to their full potential;
- to develop personal feelings, opinions and values;

- to develop confidence which will encourage security as an individual, recognising the consequences of personal behaviour;
- to develop respect for the rights of others;
- to know that their possessions will be safe and secure; and
- to receive support in their learning and personal development, where necessary.

REWARDS

Positive behaviour, values and attitudes, and contribution to the school community, should be acknowledged and recognised. The following systems are in place to reward pupils:

- positive points and House points on Classcharts
- staff praise and congratulations (Head of Department, Senior Leader, Head of Year, Headteacher);
- positive feedback and marking;
- certificates and awards;
- letters of commendation/praise postcards sent home.
- praise at Parents' Evenings from teachers and from senior leaders, linked to progress and assessments;
- good behaviour/work noted on school records;
- praise during form time;
- thanks and praise during weekly worship or assembly;
- Achievement Assemblies and Prize Giving Ceremony
- Awards Evening celebration and prizes
- Rewards trips or visits
- Leadership opportunities

SANCTIONS

All staff will encourage pupils to improve their behaviour using low level strategies in the first instance.

Classroom teachers and form tutors use a series of sanctions as summarized in the 'procedures for dealing with' – see Appendix A.

Teachers, support staff and members of the pastoral team can make use of additional layers of sanctions, support and/or interventions for:

- Persistent or on-going poor behaviour
- One-off incidents
- Behaviour that could disrupt the orderly running of the school.
- Poor behaviour when a pupil is taking part in school organized activity.
- Poor behaviour when a pupil is travelling to or from school.
- Poor behaviour when a pupil is wearing school uniform, or identifiable as a pupil at the school and it poses a threat to another pupil or member of the public, and/or could adversely affect the reputation of the school.
- Parents/Carers can check their child's behaviour by downloading the Class Charts for parents app.

INTERVENTIONS

Intervention	Detail
Detentions – can be issued by teachers of support staff.	During the school day: break or lunchtime Late detention: break or after school After school detention: We are not required to give 24 hours notice but will always try to do so by telephone, letter, detention slip or text. It is the responsibility of the pupil to give the detention slip or letter to the parent.
Reports	Green – Form tutor Yellow – Head of Year Red – Saint Francis Centre Pink – Senior Leader
Parental contact/ communication	Staff may contact parents via meetings, telephone, email, or letter. Parents can contact the school to request a meeting.
Mentoring or workshops	Organised by designated school staff or external groups e.g. Bouncing Statistics and Recre8.
Headteacher or Governor contracts	Parent and pupil attend a meeting with the Headteacher or Governors to agree future behaviour expectations.
Involvement of specialist external agencies	Normally arranged by the SENDCO or Assistant Headteacher for Behaviour and attitudes. Could include early help assessment, education psychologist, involvement of CAT team, Forward Thinking Birmingham, Pupil and school support.
Saint Francis Centre education	On site centre to support KS3 and KS4 pupils with improving behaviour through pastoral support. This may include the use of Saint's pathways, one to one support and pupil reviews.
Ark education	Placement for KS4 pupils to support with improving behaviour.
Short-term off-site direction	A pupil is required to attend another education setting to improve their behaviour for a short period of time, i.e 5 days – 12 weeks.
Long-term off-site direction	A pupil is required to attend another education setting to improve their behaviour for a short period of time, i.e upto 35 weeks.
Suspension	An exclusion for a fixed period of time.
Governing Body Disciplinary Meeting	A meeting that a school's Governors must hold when the head teacher has decided to make a permanent exclusion.
Permanent Exclusion	A pupil is no longer allowed to attend a school.

CLARIFICATION REGARDING SUSPENSION AND PERMANENT EXCLUSION

Pupils will normally be referred to the Saint Francis Centre or suspended for the following misdemeanors.

- abusive behaviour towards staff or pupils
- bullying
- acts of violence
- racism
- sexual harassment/inappropriate behaviour of a sexual nature
- a serious incident deemed by the school to be of severe detrimental effect to the well-being of the community
- continual disruption
- disruptive/dangerous behaviour on the corridor or in unstructured time.

- incorrect uniform/hairstyle.
- refusal to follow instructions.
- Filming, recording or taking photos of members of staff or other pupils.
- inappropriate conduct on social media
- stealing.

Suspension

- The pupil is sent home at the end of the day with a letter. Parents will be telephoned. The parents are invited in to discuss the incident. Suspended pupils should take work home to do whilst they are suspended.
- Any pupil who has been sent home for a serious misdemeanor eight weeks prior to a trip **or** whose behaviour has shown they cannot be trusted to be taken out of school will not be allowed to participate in a school visit.
- Any pupil who has been suspended eight weeks prior to an event such as representing the school at a sporting fixture or show will have their participation reviewed.
- Suspensions are carried out strictly according to statutory guidelines, and parents are made fully aware of their rights of appeal.
- The Headteacher may suspend a pupil (fixed term exclusion) for up to 45 school days (9 school weeks) in a school year. For the first five days of any suspension it is the parent/carer responsibility to provide care and supervision for their child. After the fifth day the school will make provision for the pupil.
- After suspensions, the pupils will report to the Assistant Headteacher or Head of Year who will re-admit them.
- It is the duty of the re-admitted pupil to ask their subject teachers for any relevant work missed and to complete it by the date requested by that teacher.
- On their return, pupils:
    - may spend some time in the St Francis Centre to complete pastoral work to reflect on their inappropriate behaviour
    - may be placed on report to St Francis Centre or their Head of Year.
    - may be placed on Headteachers Contract for extremely serious offences or continued disruption.

Permanent exclusion

Permanent exclusion may be as a result of ongoing failure to improve behaviour and respond to the interventions listed above.
In addition, the Governors of Saint John Wall School have decided that pupils may automatically warrant a permanent exclusion for the following:

(i) bringing a weapon to school (imitation or otherwise)
(ii) using a weapon
(iii) bringing drugs into school
(iv) using drugs in school
(v) selling drugs in school
(vi) any action(s) that in the opinion of the Headteacher may endanger pupils or staff as they go about the business of education.

When establishing the facts in relation to a suspension or permanent exclusion decision the headteacher must apply the civil standard of proof, i.e. 'on the balance of probabilities' it is more likely than not that a fact is true, rather than the criminal standard of 'beyond reasonable doubt.' This means that the headteacher should accept that something happened if it is more likely that it happened than that it did not happen. The headteacher must take account of their legal duty of care when sending a pupil home following an

exclusion. (Taken from 'Guidance for maintained schools, academies, and pupil referral units in England September 2023')

SEARCHING AND CONFISCATION

School staff can search pupils **with their consent** for any item which is banned by the school rules.

Pupils can be searched where there are reasonable grounds for suspecting that they are in possession of a prohibited or banned item without consent (see below). Pupils can be searched on school premises or, if elsewhere, where the member of staff has lawful charge of the pupil (eg on a school trip or at a sporting fixture). The school can require pupils to undergo screening by a walk through metal detector arch or hand held metal detector even if they are not suspected of having a prohibited item. To provide reassurance to pupils, staff and parents that the school is taking measures to create a calm, safe and supportive environment.

If a member of staff suspects that a pupil has a banned item in their possession, they can instruct the pupil to turn out their pockets and/or their bag. If the pupil refuses that member of staff should apply an appropriate sanction in line with the school's behaviour policy.

If a pupil has refused to be searched, the Headteacher or Key Senior Staff (Deputy Headteacher, Assistant Headteacher, Head of Year) can still carry out a search in line with guidance set out below. If a pupil refuses to be screened, the school may refuse to have the pupil on the premises.

A strip search is a search involving the removal of more than outer clothing. Strip searches on school premises can only be carried out by police officers under the Police and Criminal Evidence Act 1984 (PACE) Code A and in accordance with the Police and Criminal Evidence Act 1984 (PACE) Code C. 12 While the decision to undertake the strip search itself and its conduct are police matters, school staff retain a duty of care to the pupil(s) involved and should advocate for pupil wellbeing at all times.

Guidance

1. The item is a **prohibited item** –weapons (imitation or otherwise), cigarettes, vapes and associated items, alcohol, illegal drugs and stolen items. They also include 'an article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or to cause personal injury to, or damage to the property, of any person'.
2. The member of staff has **reasonable grounds for suspicion**. For example, they might have heard other pupils talking about the item or they might have noticed a pupil behaving in a way that causes them to be suspicious.
3. The search should be carried out by a person of the same sex where possible and another member of staff (preferably of the same sex as the pupil) should be present as a witness.
4. The person carrying out the search may not require the pupil to remove any clothing other than outer clothing such as hats, shoes, boots, coats and scarves. Jumpers/sweatshirts would also be included where the pupil has a t-shirt or shirt beneath it.
5. Any of the pupils possessions may be searched – this includes bags, coat pockets, lockers etc.

Confiscated items should be handed over to a senior member of staff (Assistant Headteacher, Head of Year, Inclusion Manager) for safekeeping and return or disposal.

The law protects members of staff from liability in any proceedings brought against them for any loss of, or damage to any items they have confiscated, provided they have acted lawfully, are in line with this guidance and have dealt with the confiscated items in the ways described below.

Items banned by the school rules if seen	Procedure after confiscated
• Mobile phones; headphones; ear buds; baseball hats; pouches; belt bags, hoodies, • More than one mobile phone	• Kept for up to 5 school days and then returned to the pupil or parent. • Confiscated and then returned to parent.
Prohibited items	**Procedure after confiscation**
• Bandanas, balaclavas, latex dipped gloves	• Confiscated and disposed of.
• Cigarettes; e-cigarettes; shisha pens; tobacco; vapes; filter papers etc.	• Confiscated and disposed of.
• Knives and other weapons	• Handed over to the police.
• Metal hair combs, compasses, pencil sharpeners, metal ruler or scissors	• Confiscated and disposed of.
• Fireworks/Lasers/laser pens or similar	• Confiscated and disposed of.
• Alcohol.	• Confiscated and disposed of.
• Illegal drugs or substances suspected to be	• Handed over to the police.
• Other substances not believed to be controlled drugs.	• Handed over to the police or disposed of.
• Stolen items.	• High value – handed over to the Police. • Low value – returned to the owner.
• An article that a member of staff reasonably suspects has been, or is likely to be used to commit an offence or cause personal injury to, or damage to the property of, any person in the school.	• Returned to parents or disposed of. • Handed to the Police if it is an illegal item, or suspected illegal item, or if an offence has been committed.

Data on confiscated items

Should there be concerns about any data or files on a confiscated item, this should be reported to a senior member of staff. The data may be examined and, if appropriate, erased. This will be carried out with the pupil present and in the presence of another member of staff who will act as a witness. Parents will be informed.

Data or files which could be searched for	Procedure if inappropriate data found
• Indecent pictures or offensive messages that may cause harm or offence to others in the school community.	• Suspected indecent images will automatically be reported to the police. Offensive messages deleted and the device returned to the pupil or parent. If serious (such as a Child Protection issue) this may be reported to the Police or Children's Services and the device handed over to the police.
• Information relating to illegal activity (such as drugs issues).	• Device handed over to the Police.
• Images of staff members.	• Files deleted and device returned to pupil or parent or reported to the police if appropriate.

USE OF REASONABLE FORCE

The term 'reasonable force' covers the broad range of actions used by staff that involve a degree of physical contact to control or restrain children. This can range from guiding a child to safety by the arm, to more extreme circumstances such as breaking up a fight or where a young person needs to be restrained to prevent violence or injury.

Schools have a legal duty of care for all their pupils. As such a school cannot have a 'no contact' policy. Where a pupil is creating a situation where they are threatening the wellbeing of other pupils or adults in the school, reasonable force may need to be used to control or restrain. It will only be used as a final option. Staff will always try to intervene verbally before using reasonable force. Where staff fear for their own safety and the pupil is not responding to a verbal request, help should be sought before intervening. A senior member of staff will usually be available should staff need support.

Reasonable force may be used to prevent a pupil from doing the following:

- Committing any offence.
- Causing personal injury to, or damage to the property of, any person (including the pupil themselves).
- Engaging in any behaviour prejudicial to the maintenance of good order and discipline at the school or among any of its pupils, whether this behaviour occurs during a teaching session or not.

In Saint John Wall Catholic School reasonable force may be used to:

- Remove a disruptive pupil from a classroom where they have refused to follow an instruction to do so.
- Prevent a pupil behaving in a way that disrupts the behaviour of or affects the safety of others.
- Prevent a pupil from attacking a member of staff or another pupil.
- Stop a fight in the school grounds or on a school trip or visit.
- Restrain a pupil at risk of harming themselves.

In all cases force will only be used when it is reasonable, appropriate and safe to do so. Adjustments will be made depending upon the age and gender of the pupil, if they are disabled or not or whether they have Special Needs or not.

Where reasonable force has been used, parents will be informed and an incident form completed.

Note - It is not illegal to touch a pupil. There are occasions when physical contact, other than reasonable force, with a pupil is proper and necessary.

Examples of where touching a pupil might be proper or necessary:

- When a pupil is being congratulated or praised – handshake.
- Demonstration of how to use a musical instrument.
- Demonstration of exercises or techniques during PE lessons or sports coaching.
- To give first aid.
- When a pupil is at risk of harm.

All complaints about the use of force will be thoroughly and speedily investigated in line with the school's complaints policy. **The onus is on the person making the complaint to prove that their allegations are true**

and not the member of staff to show they acted reasonably. Suspension of a member of staff is **not** an automatic response to a complaint being made.

Note - Violent or abusive behaviour may constitute a criminal act and police may be called if appropriate.

OTHER RELEVANT POLICIES

Other policies which have a bearing and relevance to this document include the following:-

- Uniform policy.
- Equal opportunities policy.
- Homework policy.
- Family Life Education policy.
- Anti-bullying policy.
- Attendance policy.
- Safeguarding and Child Protection Policy

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Procedures for Dealing with….

….uniform and Equipment **1.** Form Tutor to deal with in first instance. Send pupil to SFC for Uniform. Pupils can purchase equipment before school from the reception. Form teachers to call home after day 2. Email HOY regarding contacting home if necessary. **2.** Send pupil to Head of Year if the pupil is being uncooperative. **3.** Send pupil to TIM/PRI.	… late to lessons **1.** Class teacher to record lates on Class charts and to deal with latecomers in first instance. **2.** Head of Department to follow up on persistent late arrivals. **3.** Form tutor to monitor persistent punctuality issues via punctuality report and call home. **4.** Head of Year to intervene as necessary following the attendance policy.
…. late to school **1.** Break time detention (teachers escort pupils down). **2.** 2 lates = Friday night detention. **3.** Persistent lateness will result in a letter being sent to parents/carers stating 1 hour detentions will be carried out on the same day.	…Examination HWK not completed **1.** Class teacher to deal with in first instance, record on Class charts and communicate with home. **2.** Head of Department intervenes as necessary, department specific sanctions to be used. **3.** Head of Year if it continues to be a persistent issue to support through use of the behaviour policy.
…. low level disruption **1.** Class teacher to use strategies including: warning, 2nd warning, name on board, move seat, move to a buddy classroom, detentions/sanctions at lunch or after school; review seating plans and use Class charts. Persistent issues require parent/carers to be contacted by class teacher. **2.** Head of Department involvement including subject report, subject detentions, HOD detention, contacting parents/carers. **3.** Continued issues beyond HOD involvement, refer to Head of Year to escalate support through use of the behaviour policy.	….serious incidents **1.** Head of Department/On Call - send a responsible pupil to reception to request On Call **2.** Pupil to be removed from class by On call **3.** HOY/SFC to organise: – Pupil statement written. – Staff statements written. – Witness statements written. **4.** Decision recommended by Head of Year in conjunction with the behaviour policy. Decision ratified by TIM/PRI.

Ratified by Governors: *12/10/2026*
Next Review: *12/10/2027*
(This policy will remain in force beyond the review date if no updates are required)