Baines School

Nil Sine Labore

The Governors of Baines School

Behaviour Policy

Date approved: 9th February 2026

Date of review: February 2027

Related Policies:

- Teaching and Learning policy
- Anti-bullying Policy
- Child on Child Abuse Policy
- E-safety Policy
- SEND Policy

- ➢ Exclusion Policy
- ➢ Child Protection and Safeguarding Policy
- ➢ Attendance Policy
- ➢ Use of Reasonable Force
- ➢ Positive Handling Policy
- ➢ Use of mobile phone policy
- ➢ Drug Policy
- ➢ Home-school agreement
- ➢ Searching and Confiscation Protocol
- ➢ Uniform Policy https://baines.lancs.sch.uk/uniform/

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Vision

- Baines school wishes to be a calm, orderly learning community where all of Baines family develop good working relationships, so that ultimately all succeed, in line with our school motto 'Nil Sine Labore' (Nothing Without Effort).

- The Three Ps

Positive – we only do positive, this includes:

- positive interactions
- everyone is treated with respect
- demonstrating good manners and being polite
- saying 'Good morning' and 'Good afternoon'
- saying 'Please' and 'Thank you'
- holding doors open for others
- taking an interest in other people's lives

- checking if others are ok
- being kind
- having a positive mindset
- having a positive sense of belonging

Professional – we are always professional, this includes:

- being dressed correctly in the Baines School uniform
- being punctual to lessons
- having good attendance
- always having the correct equipment
- ensuring that homework and classwork are completed to the best of your ability • displaying good behaviour for learning

Perseverance – we should always persevere,

- when you are finding something difficult in a lesson, keep going
- when things do not go right in lesson, a warning can be an opportunity to bounce back
- When you are going through a tough moment. Do not turn a bad lesson into a bad day and a bad day into a bad week. We should put these moments behind us.

Policy Aims

This policy forms an integral part of our school curriculum as, at Baines School, the governing body believes that in order to enable effective teaching and learning to take place, good conduct and behaviour for learning in all aspects of school life is necessary.

We expect the highest standards of behaviour and conduct, support and encouragement from all members of our school community. The following document is predicated upon the following principles:

- That the school shows a strong moral purpose where cooperation, courtesy, kindness, tolerance and understanding are demonstrated by and extended to all its members.

- That through the school's ethos, values and day to day teaching and learning, students are made aware of, and abide by, the boundaries of acceptable behaviour.

- That Baines School believes that the quality of learning, teaching and behaviour are inseparable issues that must be equally and robustly promoted.

- That the school will adopt a consistent approach to behaviour management, teaching and learning and that effective behaviour for learning is taught and demonstrated throughout the curriculum.

- That there are positive and constructive rules of conduct.

- That rewards and sanctions are fairly and consistently applied.

- That parents/carers are involved early in the discipline process and are kept informed throughout.

- That promoting positive behaviour and applying rewards and sanctions will take account of the individual needs of our students. Sanctions will be applied with relevant support systems in place.

- That sanctions should not be humiliating or degrading but be in proportion to the offences committed and allow pupils to make reparation where appropriate.

- That Baines School is fully aware of the importance of the health and welfare of staff as well as students and the general duty of care they owe to the whole school community.

- Baines school will teach and deliver a proactive behaviour curriculum to support students to behave in a positive and productive way.

  Parent/Carer views are sought through parent questionnaires, parent focus groups, and the Parent Governors. Student views are gathered from a range of sources including: form representative discussions, questionnaires and student discussions with staff. Staff views are taken from staff meetings, lesson observations and professional discussions. Stakeholder views are considered when updating the policy.

Code of Conduct

The school's Code of Conduct promotes positive behaviour and sets explicit standards for all students. It has been drawn up in consultation with students and staff. It covers expectations of attendance, punctuality and behaviour around the school and in the community before, during and after school whilst wearing the school uniform.

At all times students will:

- Be respectful and polite: swearing, bullying, rudeness, discrimination of any kind (homophobic, transphobic, racist, sexist and sexual harassment) is not acceptable and **will**

not be tolerated. This school does not tolerate any discrimination around HIV which includes name calling or using the terms HIV/AIDS in an offensive or hurtful way.

- Be considerate and compassionate.
- Be trustworthy and take responsibility for their own actions.
- Be punctual for school and lessons.
- Be prepared to learn and arrive for lessons with the correct equipment and homework.
- Be smart and wear the correct school uniform at all times.
- Do the best they can to try and achieve their maximum potential in school.
- Consider with compassion and respect, other people's views and opinions.
- Allow others to learn in peace.

Classroom Expectations

- Teachers will stand on the yellow line in the corridor and welcome students into the classroom, where they will enter in an orderly way and settle straight to the silent starter task (except staff who are moving rooms)
- To listen carefully and follow instructions.
- To respect others' learning and property.
- To take care of our learning environment.
- To always arrive on time wearing the correct uniform.
- To bring the correct equipment to lessons.
- To always work to the best of my ability.
- To complete all homework on time and to a good standard.
- To leave the room in an orderly way, one row at a time after standing in silence and the member of staff goes out onto the yellow line for transition.
- To arrive on time to lessons.

It should be noted that students are frequently reminded that the school is a safe site; they must not bring or use illegal substances, weapons, racist, homophobic or pornographic material on the school site. The school will not tolerate such issues in order to ensure the health and safety of other students. Such issues would usually cause serious sanctions to be imposed where appropriate.

Around the building

Students will:

- Show integrity by treating the building and its grounds with respect at all times.

- ➢ Put all litter in the correct bins.
- ➢ Follow the one way system during transition times between lessons.
- ➢ Arrive promptly to lessons walking purposely from the previous classroom when transitioning between lessons.
- ➢ Walk quietly and sensibly around the building and respect that others may be working.
- ➢ Eat and drink only in permitted areas – outside, in the Refectory and in the School Hall, Sports Hall or in allocated classrooms during wet break.
- ➢ Not bring unhealthy food and drinks on site (including fizzy and energy drinks), students must not order food to be delivered to school.
- ➢ **Not smoke or have possession of cigarettes or E-cigarettes (Vapes) or any illegal substance, or anything that could be construed to be a weapon, anywhere on the school premises or at any time in school uniform - this offence could lead to a suspension or permanent exclusion.**
- ➢ Not ride a bike on the school premises: dismount at the school gates.

Expectations of pupils off site

At Baines School we have high expectations of the behaviour and integrity of our pupils when off school premises. This includes behaviour on activities arranged by the school such as work experience, educational visits, alternative provision, behaviour on the way to and from school and behaviour when in a public place.

As such this policy has the following objectives:

- ➢ To act with respect and integrity on transport, educational visits or other placements.
- ➢ To secure behaviour which does not threaten the Health and Safety of pupils, staff or members of the public.
- ➢ To provide reassurance to members of the public about school care and control over pupils and thus protect the reputation of the school.
- ➢ To protect individual staff from harmful conduct by pupils of the school when not on site.

To that extent the school will:

- ➢ Work with transport providers to agree how behaviour on contract transport should be addressed.
- ➢ Make our expectations clear to all students about the consequences of poor behaviour on transport (including loss of access to transport) to all pupils (see previous).
- ➢ Work with work experience/alternative education providers to ensure the school/provider contract makes clear our expectations of behaviour and procedures to use in the case of poor conduct.
- ➢ Liaise with the local community, retail staff and police to establish clear communication in managing complaints by individuals in the community.

➢ Work with parents/carers to show how they can report poor out of school behaviour by pupils.
➢ Ensure that all applications for educational visits include clear statements to pupils and parents/carers about behavioural expectations.

Abuse or intimidation of staff outside school

At Baines School we will not tolerate abuse or intimidation of staff by students when not on the school site and when not under the lawful charge of a member of staff. Staff who feel they have been subject to abuse or intimidation by pupils outside school should refer the issue in the first instance to a senior member of staff. The school will apply disciplinary sanctions and restorative justice procedures as appropriate at a suitable time when the student is in school (such sanctions are likely to include referral to the police).

In the school community

Students will:

- Be a good and just citizen and behave with good character.
- Respect and serve the community we are part of, at all times.
- Ensure the students abide by the school code of conduct when out in the community.
- Ensure they communicate the positive values of Baines School and represent the school in a positive and respectful manner.

On the school buses

The school Code of Conduct applies at all times. Anti-social behaviour is not permitted on the school or service bus, or any other mode of transport that students use to get to and from school.

Please note that sanctions will be applied to students who display behaviour in the community that brings the reputation of the school into disrepute. When our students are in the community, they represent themselves, their families and the school. We know the vast majority of our students represent Baines very well, all of the time.

Rewards and Sanctions

Rewards

Baines School seeks to actively promote and recognise positive attitudes, achievements and behaviour. Students are encouraged to aspire to being recognised as making a positive contribution in these respects to the day to day life of the school and staff will recognise these in

a variety of ways. The following list of rewards is not exhaustive as the school constantly strives to pursue new and innovative ways in rewarding students. The list is not in any priority order:

- Simple praise and recognition in the classroom and beyond;
- Merit cards, certificates and badges;
- Subject badges and certificates;
- Letters of commendation;
- Thank you letters from Senior Staff;
- Rewards trips at the end of the school year;
- Formal school prizes on Celebration of Achievement Evenings;
- Reward and achievement stickers;
- Celebration Assemblies – receiving certificates of achievement;
- Reward breakfasts/snacks in the Refectory;
- Post cards sent home
- Bronze, Silver, Gold, Platinum and Diamond Badges in recognition of positive points.
- Attendance rewards
- Golden tickets

Sanctions

As with the rewards mechanisms, Baines School places high expectations upon students concerning attitude, achievements and behaviour. Where pupils fail to meet these, a variety of sanctions may be applied. These are broadly scaled so that low-level student issues receive lighter touch sanctions but the more serious situations become, more severe sanctions will be applied. The following list of sanctions is not exhaustive nor is the list in full priority order:

- Loss of break and lunchtime breaks;
- Breaktime/lunchtime detentions following the C1 and C2 system;
- Lunch time detentions for lateness.
- Immediate after school detentions.
- Internal isolation and internal exclusion with an extended day until 4pm.
- Being directed to a placement at a partner school in accordance with the Education Act 29a.
- Suspension or permanent exclusion from school.
- Community Service (e.g. littering will be addressed by the pupil litter picking at the end of the school day);
- Students being located in other classes/year groups for a temporary period;
- Students paying for repairs if causing deliberate damage;
- Behaviour monitor cards – Tutor, Progress Leader and Senior Leadership; • Behaviour contracts;

- Confiscation of inappropriate items (e.g. make-up, jewellery, mobile phones, MP3 players, cigarettes, vapes and lights etc.) where the pupil is using this in contravention of the school rules and Rights and Responsibilities document. Confiscated items will be kept secure.
- Loss of privileges e.g. removal from ICT network for a fixed period or permanently if used inappropriately / removal from any forthcoming educational visits.
- Use or possession of prohibited substances / items such as drugs or knives are likely to incur the most serious sanction available to schools
- Possible Police involvement for serious issues of physical harm, use of illegal substances, threat, theft or damage.
- Removal of any forth coming visits as appropriate

Wherever possible, the purpose of sanctions is to address the negative issue and constructively rectify it. When a C2 is given, there is an expectation that class teacher / Subject Leader will contact home. Where appropriate, the school adopts a restorative approach to addressing misdemeanours and infringements of school expectations. This could be done during the detention.

Suspensions

It is the Headteacher, Deputy Headteachers or the Designated Assistant Headteachers' decision on whether individual incidents are excludable. In all suspension episodes, the type of behaviour/offence, the severity of the incident, the amount of repeat suspensions and the effect on other pupils/staff and our school community, will be taken into consideration regarding the length of the suspension or to whether the exclusion is permanent.

Baines School follows the statutory guidance for Headteachers on all exclusions detailed hyperlinked below

Exclusion from maintained schools, academies and pupil referral units in England Ref: DFE-00184-2017

Reasonable Adjustments

Reasonable adjustments will be made for SEND students. These will include different strategies and approaches with regard to their teaching and learning, and a needs-based approach to behaviour sanctions and detentions. This will be based on professional advice from external agencies.

Detention System

Teachers have a legal power to place students aged under 18 in detention after school session and on weekends and non-teaching days.

The school will be using same day detentions. Parents/Carers will be informed by Synergy and where arrangements home are a concern, Parents/Carers should contact reception before 4pm, when it closes.

Detention will run after school every night.

The Senior Leadership Detention is available to run for two hours every Friday night after school from 3.00pm – 5.00pm. The purpose of the two-hour Senior Leadership Detention is to provide a positive educational experience and a meaningful deterrent for students who have violated school rules/policies. This can only be authorised by a member of the Senior Leadership Team.

It will be used only when other sanctions, presently available, have failed or when the Headteacher considers it to be the only relevant sanction available. Students who attend will have the opportunity to do homework, catch-up or remedial work under the supervision of a member of the Senior Leadership Team including the Headteacher. Refusal to attend or lateness without an acceptable excuse may result in an additional Senior Leadership Detention, placement at another school, isolation or suspension from school.

Students will be expected to arrive with relevant work provided by staff. Computers will not always be available, and this should be borne in mind when selecting suitable work.

Procedure for Senior Leadership Detention

- Students, parents and carers will be notified through Synergy.
- Students assigned to Senior Leadership Detention will be expected to bring enough material to the detention to full 2 hours of study.
- Students should report to the room designated for 3.00pm.
- If a student fails to attend with no explanations, further sanctions will be considered.
- If a student finishes all of his/her work, then additional work will be given.
- If a student is unable to attend Senior Leadership Detention due to illness, he/she will be expected to bring verifiable proof to school. Senior Leadership Detention will be rescheduled. Failure to comply may result in exclusion.
- Students are not permitted to talk during Senior Leadership Detention
- Eating, chewing gum or drinking beverages IS NOT allowed.
- Students cannot leave the room without permission

- No electronic devices are allowed in Senior Leadership Detention other than where this is agreed for the purpose of learning by the member of staff running the detention.

- All school rules, outlined in School Policies apply to Senior Leadership Detention. Any violation of these rules may result in the student being sent home and further disciplinary action.
- All students are expected to attend after school detentions when set by the Class Teacher, Progress Tutor or Progress Leader. Failure to attend the detentions will result in other sanctions being applied including , placement at another school, isolation or a suspension.

Confiscation / Searches

Schools can include confiscation of pupils' property as a disciplinary sanction in their behaviour policy. To be lawful confiscation must be a reasonable sanction in the circumstances of the particular case. The current legislation protects school staff from liability for damage to, or loss of, any confiscated items.

Schools have the power to search without consent for weapons, knives, alcohol, pornography, fireworks, cigarettes, e-cigarettes and other tobacco products, illegal drugs and stolen items (this list is not exhaustive). Prohibited drinks such as Lucozade will be confiscated, as will items which have been brought in to sell.

Weapons and knives and prohibited substances must always be handed over to the police. Items that are not allowed in the school behaviour policy will not be returned to the students, for example vapes.

Pupils are not permitted to sell items, prohibited or otherwise, on the school premises.

Use of mobile phones

There is a separate mobile phone policy.