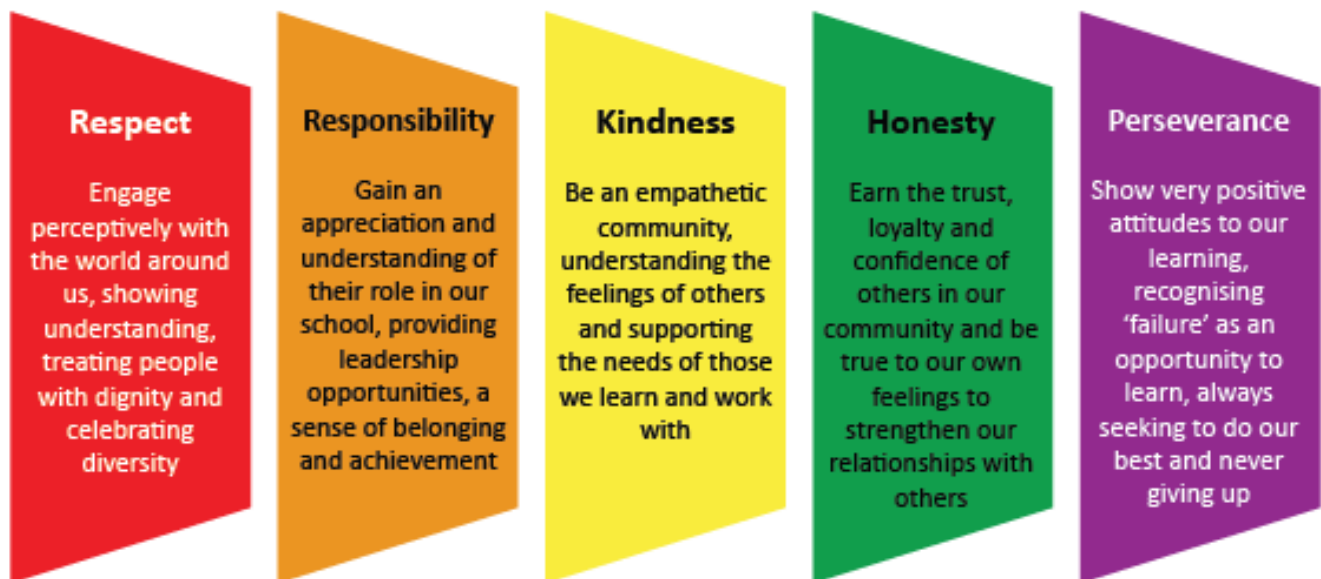




SCHOOL BEHAVIOUR POLICY



Behaviour at Marshland High School is based on our CORE VALUES:

RESPECT - At Marshland High School we respect one another at all times, we will understand people's differences. We will respect the school community as a whole, including our school buildings and environment, when representing the school in the wider community, and on our way to and from school. We say "thank you", "excuse me" and "please". We refer to staff as "Sir" or "Miss". All students will treat teachers with respect and be polite. All teachers will treat students with respect and model good behaviour.

RESPONSIBILITY - At Marshland High School we are responsible for our own actions and behaviour. If we make a poor behaviour choice, we may receive a consequence such as a detention. We will accept responsibility for our actions without complaint. When we take responsibility for our actions, we can work towards improving our behaviour in the future and become successful adults.

KINDNESS - At Marshland High School we are kind to one another at all times. If someone falls over, we check that they are ok. If someone drops something, we help them pick it up. We hold doors open for people and we greet others in a kind way. We don't laugh at people, we help them. If we see someone being unkind to another student, we tell a teacher straight away.

HONESTY - At Marshland High School we are honest with ourselves and others. We tell the truth even if this means we may get into trouble. If we are honest we will strengthen our self-esteem and be more successful adults.

PERSEVERANCE - At Marshland High School we will always persevere with everything we do. We try hard in all lessons, not just in our favourite subjects. We realise that we will sometimes fail but that this is an opportunity to learn and get better. We will try hard especially with those things we find difficult. We will never give up. Adults at school will always persevere with students and help them to become the best they can be.

In the classroom – S.L.A.N.T.

Sit up straight

Listen

Ask and answer questions

Never interrupt

Track the teacher

At Marshland High School we S.L.A.N.T. in every lesson. These are key habits that will help you succeed in school and in life.

When you S.L.A.N.T. you learn more, you remember more, you develop more self-control and you demonstrate that you are a polite person who shows respect to teachers and classmates. Marshland High School is built on mutual respect. We speak to one another politely at all times, and our body language and facial expressions are polite too.

S.L.A.N.T. learning is a key part of showing mutual respect and courtesy.

Sit up Straight

At Marshland High School we sit up straight in lessons and never slouch. Teachers have a seating plan and you sit at the seat allocated. When we read we always follow the text with our ruler, with both hands on the ruler. This helps concentration, so we remember more and understand more. When not writing or reading we sit up straight, look forwards and track the teacher. Teachers expect us to look at them when they are talking.

We will follow instructions first time, every time. The same rules apply to all, so are fair to all. No exceptions.

Listen

At Marshland High School we listen to every single word our teacher says very, very carefully, especially to instructions. If we have a question to ask, or know an answer to a question, we put our hands up. We do not shout out or comment to our friends.

Lessons at Marshland High School will be engaging, demanding and purposeful. Sometimes you may think they are boring, sometimes you will find them interesting, but you will always concentrate fully. You must participate fully in all activities in all lessons and complete work that is asked of you, to learn more. Your teacher will decide how much work is expected, not you. They are experts and know your strengths and weaknesses. They will be fair. If you do not understand the work, you will ask a teacher and they will help you. Most people do not complete work, or do not complete it properly due to laziness. Do not be lazy. If you do not complete enough work then you will receive a consequence (C).

Ask and Answer Questions

When you wish to answer a question you always put your hand straight up in the air and wait for the teacher to choose you.

When you ask and answer questions, speak confidently and in an appropriate voice so the whole room can hear.

Sometimes you will receive consequences (C) and detentions. Sometimes you may be taken from class and put into internal isolation. This will be because your teacher has decided that your actions were rude or damaging to your education. You may think your teacher was unfair. The teacher's decision is final. You never answer back or show defiance. Defiance in any form is wholly unacceptable and will receive a serious consequence.

It is recognised that teachers will make mistakes. Teaching is a very hard job and sometimes on occasions they may make a mistake when issuing behaviour consequences. If you feel that this has happened, you should not challenge the teacher at the time, or show defiance. The appropriate and mature response is to talk to your tutor or another member of staff so that they can look into the situation on your behalf. If this is done, mistakes can be rectified without further issues. Any act of defiance or disrespectful behaviour towards staff will be dealt with in the form of a serious consequence.

Never Interrupt

We never interrupt a teacher at Marshland High School. Calling out is never permitted. Even if you have your hand raised, you have to wait for the teacher to choose you by name. If we didn't do this people would be constantly interrupting.

If you are confused, or unsure what to do, let the teacher finish what they are saying and then put up your hand and wait to ask a question. Your teacher is the expert. Do not interrupt staff who are talking to you outside of lessons, such as at break time. You will listen to what they have to say and reply in a polite and courteous way.

Tracking the Teacher

This means you keep your eyes on the teacher whenever they are talking. You never turn around, even if you hear a noise behind you. You don't look out of the window. You don't lose focus. You concentrate on what the teacher is saying at all times and follow instructions. You look at the board. You listen. You read. You reflect. You discuss when instructed. You deliberately try to understand and to memorise the information and the processes you have been taught. If someone tries to distract you, raise your hand to tell the teacher.

Start and End of Lessons

It is essential that you make your way purposefully, sensibly and efficiently between classes. You walk between lessons to the left of the corridor, eyes front, with respect for those travelling in the opposite direction, not stopping for conversations or making physical contact with others. You don't mess around, shout or run. It is not an opportunity to socialise. You follow the instructions of any staff who are in the corridors.

If behaviour is not as expected during transition times, for example when moving from lesson to lesson, staff will address poor behaviour and may issue a C1 for any student behaving below our expectations.

We never go to the toilet between lesson changeover or in lesson time. The toilets are open before lessons and at break times. You should not go to the toilets in the last five minutes of break to ensure you do not miss a single second of lesson time.

Being on time is a sign of politeness. Being late is rude and disrespectful and an L1 will be issued for each incident of lateness. Punctuality is very important. You need to make your way to lesson quickly and sensibly without wasting time.

When you arrive at your lesson you walk in sensibly and in silence. If the previous class has not yet finished, you will wait quietly outside in a line. You will always wait to be instructed by your teacher to enter Science, IT and Technology rooms. Your teacher will greet you at the door and you will greet your teacher in turn. Your teacher will check your uniform. When we line up we have eyes front, shoulder against the wall, we never turn around, our bags are off our backs, and we are silent. In PE you will change in silence and be greeted in the Sports Hall ready for the lesson to start. At the start of the lesson you will stand behind your chair, get out your equipment, be ready to learn and wait for your teacher to ask you to sit down. We do this in silence without chatting to friends.

At the end of each lesson you stand behind your chairs in silence, you will not pack away your belongings until the teacher has asked you to do so. Your teacher will use the last few minutes of each lesson to pack away, ask you questions and get you ready to go to your next lesson. Lessons start and end efficiently and calmly at Marshland High School. We do not teach right to the very last second and then pack away in a rushed and inefficient manner. You pack away exactly as instructed. You do not talk to your friends. You remain focused on the task of packing away and then you track the teacher. Your teacher will dismiss you row by row. You will say thank you to your teacher as you leave the classroom. Your teacher may ask you questions as you wait. Your teacher will check that your uniform is correct for the next lesson.

Behaviour in lessons

Behaviour will be exemplary in all lessons. You will follow instructions given by your teacher and you will work to the best of your ability. At Marshland High School there are consequences (C) for poor behaviour. There is a flow chart on the back of this guide to explain the consequence system. Needs of individual students are taken into consideration when issuing consequences, for example Looked After Students and those with Special Educational Needs.

Students should not leave any lesson for medical treatment unless there is a serious medical emergency.

Behaviour during social times

You are expected to act in a mature and appropriate way during social times at school. This includes at lunch and break times. You will queue in an appropriate way and follow the instructions of staff on duty. If you cannot act in a mature and appropriate manner during social times you will not be allowed out at these times. You will be isolated at lunchtimes until we feel that your behaviour can be appropriate at social times. In extreme cases we may even ask parents and carers to pick you up at the start of lunch and return you at the end of lunch.

Detention

These operate after school each day for between 30 minutes and 1½ hours depending on the level and type of consequence issued (please refer to flow chart at the end of this document). Detentions are supervised by senior staff. Occasionally, for serious breaches of the behaviour policy, detentions are held on a Saturday morning.

Department for Education guidance states that a school can keep a student behind after the school day **without the permission of parents**, nor is there a need to notify parents. However, our policy is that if your child receives a detention you will receive notification via a text or email the day prior to sitting the detention. **School policy requires parents to support the detention being undertaken on the day communicated by the school, unless there are exceptional circumstances, as agreed in advance with the school.** We do not hold lunch or break detentions instead of after-school detentions. Transport home after detentions is the responsibility of the parent.

General Expectations

- **No chewing gum in school at any time**
- **No fizzy drinks or energy drink to be brought in at any time**
- **No prohibited items are allowed in school at any time including cigarettes, lighters and aerosols**

Exclusion from school

In extreme cases of poor behaviour, as determined by the Headteacher, an exclusion from school will be considered. This may be for a fixed period of time, or permanently. The decision to exclude can only be made by the Headteacher or the Deputy Headteacher, if the Headteacher is not present in school. Exclusion from school may be as a result of one act of poor behaviour, or when a student continually fails to abide by the school behaviour policy (please refer to the flow chart at the end of this document).

Uniform and appearance

We take pride in our school and our pupils, and we think it is important that is reflected in how our pupils look as they go about their studies.

Our uniform is aimed at giving pupils a professional and purposeful outlook, reducing bullying by removing expensive branded items, and giving a sense of community and belonging.

Years 7 to 10 School Uniform

For Years 7 to 10, our compulsory uniform consists of:

- Grey jacket with blue heron logo and trim
 - Grey trousers for boys and girls with the addition of grey tartan pleated skirt (all with heron logo)
 - New House colour tie
 - Plain grey or black socks or plain grey, black or flesh-coloured tights (**No white or over-knee socks**)
 - Optional item to wear under jacket – Grey fine knit sweater with royal blue stripe on the collar
- Jacket, trousers, skirt, tie and jumper available from Price and Buckland (Uniform Supplier)

Year 11 Uniform

For Year 11, the uniform will continue to consist of:

- Black School jumper with Heron Logo and clip-on House tie in House colour.
- Plain black skirt worn on or below the knee, skirts must not be worn above the knee; or plain black trousers in slim, standard, or comfort fit. (**No fashion accessories to be included on trousers or skirts such as decorative / bright metallic zips. No trousers with tight fitting legs, jeans, leggings, jeggings, jogging or tracksuits. No denim or cord**)
- House colour tie
- Plain white, grey or black socks; or flesh, grey, or black plain non-patterned tights. Over-knee socks are not allowed

Please note this uniform will be phased out by July 2022.

Uniform for All Students

- School coat that is plain, without logo, warm and waterproof (**No denim, hoodies or sports tops**)
- Plain white shirt or blouse with stiff collar (**No polo shirts**)
- Flat black, plain, leather-type shoes with enclosed toe and heel, (**No boots, sandals, trainers / trainer style shoes. No decorative fashion accessories such as buckles and beads, etc.**)
- Belts where worn should be plain black or grey with a small buckle (**No decorative, fashion or designer belts**)
- Other prohibited items that the Senior Leadership team deem inappropriate for school (**Please consult with school or website before purchasing if you are unsure**)

We recommend that pupils have a plain sturdy backpack. Ideally this should be black or navy and free from logos and branding.

If pupils are found to be wearing incorrect uniform or inappropriate clothing we will contact parents to resolve the issue. Pupils may be sent home to change and we may issue sanctions if the uniform is not as listed above, or if it is worn incorrectly.

Full school uniform should be worn correctly on the way to school, throughout the school day, and on the journey home. On warmer summer days a “no jacket/jumper” instruction may be issued whereby students do not have to wear their jackets or jumpers in lessons or around the school building. However, jumpers will need to be brought into school and kept in a school bag so that they can be worn for formal occasions such as assemblies. If students have PE as their last lesson of the day, they can choose to remain in their PE kit to travel home.

Pupils may wear a watch (no smart watches such as iWatches as listed in our mobile phone and device policy), one signet ring and up to one pair of small ear studs (one stud in each lobe) only. No other jewellery such as bracelets, additional rings and other piercings are permitted. If pupils have any other visible piercings, including piercing retainers, these must be removed during the school day.

Students may wear a small amount of discreet foundation make up in a natural colour, but the school may ask students to remove any make-up staff consider inappropriate. Coloured nail varnish, drawn on eyebrows, false nails, and nail or eyelash extensions are not permitted. Clear nail varnish is acceptable. Hair should be kept neat and tidy and any hair accessories should be small, plain and grey or black coloured only. Extreme hairstyles - such as shaved emblems or lines, unnatural colour dyes, or extreme differences in length are not allowed.

If you are unsure whether a hairstyle or piercing meets our uniform guide, please contact the school for guidance before any treatment.

Failure to follow these expectations could result in a period of time in internal exclusion until it is rectified or parents/guardians are contacted to resolve the situation.

Uniform Consequences

If you fail to wear the correct uniform there is likely to be a consequence. We understand that there may be circumstances beyond the student’s control that may affect the uniform, for example, a medical need. We would ask parents to communicate this to the tutor via the student communication log book so that staff can be informed.

Where a student has deliberately failed to meet our uniform expectations a “uniform concern” will be logged on SIMS (which can be seen by parents on the SIMS app) and a decision will be made by staff on how to rectify the problem. This could result in a parent being asked to bring in the correct uniform, or a limited amount of time to address the issue or in the case of make-up being asked to remove it before lessons. On the second occasion that this happens a 30-minute after-school detention for the following day will be issued.

Standard PE kit

Every pupil is expected to get changed for PE even if they cannot participate fully in the practical aspects, for example, through illness or injury. They can participate by taking on the role of an official, coach or helper for the lesson. All kit must be clearly marked with the pupil's name and tutor form. Jewellery must not be worn at all during PE lessons as it poses a health and safety risk and can be lost or damaged.

Our PE uniform consists of:

- White short sleeved polo shirt/T-shirt
- Navy blue or black shorts/Skort; tracksuit bottoms/sports leggings
- Short white socks / navy blue or black long sports/football socks;
- Training shoes for indoor use, not AstroTurf trainers as they damage the floor
- Training shoes suitable for outdoor use
- Football boots or similar for outdoor wear
- The school will provide other equipment such as hockey sticks, etc.

If a student fails to bring in, or forgets their PE kit they are expected to borrow kit from the PE Office. Consequences may be issued for a failure to bring kit.

Where to buy uniform

Compulsory uniform items can be bought online from our suppliers Price and Buckland
<https://www.pbuniform-online.co.uk/marshlandhigh>

Outside of School

Even when you are outside of school, you still represent Marshland High School. You should think about how your actions reflect on you and your school.

You may receive consequences for behaviour outside school that affects your education or brings the school into disrepute.

After School

You are in our uniform. You are representing Marshland High School. If we hear of disrespectful behaviour outside of school we will punish the pupils concerned. We use thank you, excuse me, please and we smile outside of school and in. We are especially polite to shopkeepers and bus drivers. If cycling to school, your behaviour on your bike should be safe and responsible and not cause a hazard to other road users.

As soon as you finish school you should normally go straight home. As soon as you get home, get changed. You should always hang your uniform in the same place every night so you know exactly where it is in the morning. This includes your tie and your school shoes. If you come to school in the wrong uniform you will receive a 'Uniform Concern' and may also receive a behaviour consequence and/or will be asked to change.

At Home

Homework takes priority over any hobbies you may have. Your homework will be recorded using an online platform. When you do your homework, keep away from your phone or other devices that might distract you. Find a quiet place to work where you can concentrate. Once you've done your homework you pack all of your equipment and your homework in your school bag. You check that you are 'Ready to Learn' for the next day. You check your timetable to ensure that you have everything you need for the next day, for example, your sports kit. You put your bag next to the rest of your uniform. At Marshland High School we will not accept excuses such as "I forgot" or "I slept in".

It is important you get a good night's sleep and have enough rest to properly study at school. As a guide, you should be asleep for 9.30pm at the very latest. You need around nine hours of uninterrupted sleep every night. If you do not sleep enough you will not learn effectively and/or remember what you have been taught.

You should keep any phones or computers away from your bed, so you are not tempted to look at them in the night.

Internet and Social Media

The school does not recommend students accessing social media without parental permission and we expect there to be appropriate levels of parental supervision.

You must not be nasty about pupils or other people on social media. You should be polite and kind online, just the same as when in school. If you are bullying, rude, or disrespectful online, you may be punished in the same way as if it had taken place in school. We recommend to parents that any online bullying is reported to the police.

If a student is believed to have set up fake profiles on social media of either members of staff or students at the school it will be investigated and result in a serious sanction. The school may choose to Permanently Excluded a student for such behaviour.

You should think about how much time you spend online, and whether you could make better use of your time.

Mobile phones

Mobile phones are not to be seen at Marshland High School. Mobiles are to be turned off, put away and not be seen before arrival at the school site. They should not be accessed during the school day and can only be switched on again once you have left the school site or boarded your bus to go home at the end of the day. Please refer to our mobile phone and electronic devices policy.

Headphones and other electronic devices are to be treated in the same way as mobile phones.

Bullying

Bullying is never acceptable at Marshland High School. Our school values promote kindness and respect, bullying is never kind and never respectful. You should always tell a member of staff if you are a victim of, or witness to, any sort of bullying. All incidents of bullying will be dealt with and logged. Depending on the situation bullying may be dealt with through our consequence system and/or through a restorative approach. There is more information in our Anti-Bullying Policy.

Sexual Harassment and Violence

There is a zero tolerance policy to sexual harassment and violence at Marshland High School. All unwanted sexual behaviour will be taken extremely seriously and handled in line with school behaviour procedures. Sexual harassment can include the following:

- Making sexualised jokes about somebody
- Interfering with someone in a sexual way
- Making sexual comments about another person including their clothing or physical appearance
- Sharing of nude images
- Sexualised bullying
- These can be both online or in person, inside or outside of school

The school will follow up on all issues to do with sexual harassment and sexual violence and the school may choose to permanently exclude a student for acts of this nature.

Rewards and Sanctions

Students will receive reward points and awards for good behaviour, working well, having good attendance and achieving well in lessons.

Pupils who do not follow the rules will receive Consequences (C's), detentions, be placed on a report and may be placed in internal isolation.

For a serious breach or multiple breaches of school rules, pupils may be excluded for a fixed period or permanently, or a decision made to 'manage move' a student to another school.

Being punctual to school and all lessons is expected. Students who are late to school or to lessons will receive an 'L1' consequence for each time they are late during the school day. If a student receives two or more 'L1's' within a day they will be issued with an after-school detention the following day.

Students can avoid these actions by arriving on time to school and to lessons, by wearing the proper uniform, by following our school rules and expectations, and working hard. Parents can support students by ensuring that they have everything they need, and supporting the school and teachers with the decisions they make.

Homework

Research shows us that those students who make the most progress are those that consistently complete their homework to a high standard. There will be an increasing move to homework that secures knowledge into long-term memory. This may include retrieval practice, re-reading and pre-

reading, followed by low stakes testing in lessons. This will inform the teacher about how much knowledge a student has secured and will allow students to know more and do more.

If homework is not completed the teacher will ask for the reason why and log this as a “Homework Concern” on SIMS, for parents to see via the SIMS App. If there is a concern about homework, the classroom teacher will speak to parents to establish the reasons and suggest supportive measures to help with homework completion. If this continues, the matter will be referred to the Head of Department and a homework report may be issued along with compulsory attendance at the schools homework club that runs from 3:15pm to 4:30pm.

Ready to Learn

It is important that all students are ready to learn every day and for every lesson. Students are expected to have in a pencil case a ruler, pen, pencil, protractor and calculator (school recommends Casio Scientific Calculator available from the School Shop which also meet exam criteria). This is checked every day as part of the morning tutor time routine. If a student does not have a piece of equipment they will be given 24 hours to rectify the problem. If it has not been resolved within the time requested, a “Ready to Learn” concern will be logged on SIMS, which parents will be able to see via the SIMS App and a 30-minute after-school detention will be issued for the following day.



Updated: September 2021

L1 – Issued to students who are late to school or lessons. If two or more L1's are issued in a day an after-school detention is issued for the following day

Behaviour Procedures

FORMAL WARNING

C1 - Student fails to meet behaviour expectations (recorded by teacher in SIMs)
If two or more C1's are issued in a day a 30 minute after-school detention is served the following day.

C2 - Student removed from the lesson and isolated (recorded in SIMS by Pastoral Team)
(Isolation is for that lesson only). Student is also issued with a 1 hour after-school detention. If a student gets two C2's in a day they remain in isolation for the remainder of the day and the detention increased to 1 hour 30 minutes.

C3 – Student placed on report for two weeks.
Issued if the student receives 5 cumulative C2's within a term. Report monitored by pastoral manager following a parental meeting. At the end of the two weeks, a review determines the removal from report, extending the report for a further two weeks or a C4 is issued.

C4 – Student placed on a Pastoral Support Plan (PSP)
One week in isolation with focused intervention. A six week PSP issued by a senior member of staff following a parental meeting where targets and support is agreed. Phased reintroduction into the curriculum with continued intervention time in the bridge. (Interim review at 3 weeks with parents and senior staff)

Success at C4 level leads to end of C4 report and return to C3

Failure of PSP level leads to consideration of a managed move or possible permanent exclusion from school