



LANDAU  
FORTE  
ACADEMY  
AMINGTON

# Behaviour Principles Policy

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**Scope**

This statement should be read in conjunction with the behaviour policy and safeguarding policies in the academy

Landau Forte Amington is committed to creating an environment where students can realise the academy values of being Ambitious, Brave and Kind. We expect everyone to be ambitious in maintaining high standards of personal conduct, brave to accept responsibility for their behaviours and kind in ensuring their behaviour and conduct allows everyone the opportunity to achieve. We commit to do this through teaching students self-discipline, supporting through intervention and rewarding achievements at all levels.

**Purpose**

Introduction Section 88 of the Education and Inspections act 2006 requires the Governing Body to provide a written statement of general principles, to guide the Principal in determining measures to promote good behaviour and discipline amongst all students/pupils. The purpose of this statement is to provide guidance for the Principal when drawing up the academy's Behaviour Policy, so that it reflects the shared aspirations and beliefs of the Governing Body, staff and parents/carers for the students/pupils in the academy. It is intended to help all staff to be aware of and understand the extent of their powers in respect of discipline and sanctions and how to use them.

**Policy Detail**

LFT Trustees and governing bodies believe that good behaviour is a prerequisite to effective learning.

- Every student understands they have the right to feel safe, valued and respected, and learn free from the disruption of others
- Instances of sexual harassment/abuse and intolerance will be taken as a breach of the academy behaviour principles and dealt with accordingly
- All students, staff and visitors are free from any form of discrimination
- Staff and volunteers set an excellent example to students at all times
- Rewards, sanctions and reasonable force are used consistently by staff, in line with the behaviour policy
- The behaviour policy is understood by students and staff
- The exclusions policy explains that exclusions will only be used as a last resort, and outlines the processes involved in permanent and fixed-term exclusions
- Students are encouraged and helped to take responsibility for their actions and self regulate
- Families are involved in behaviour incidents to foster good relationships between the academy and students' home life

The governing body also emphasises that violence or threatening behaviour will not be tolerated in any circumstances.

## Introduction

Effective teaching and learning can only take place in a well-ordered environment. Promoting positive behaviour requires the commitment of all members of our academy community, students, parents, governors and staff; it requires a consistency of practice across the academy to ensure that students know the standard of behaviour that is expected of them.

Our Behaviour Policy invites all members of the academy community to actively participate in enabling all young people to strive to reach their full potential. The Policy assists Landau Forte Academy Amington in offering all students an education of the highest quality as an essential preparation for life and to enable each student to develop their talents to the full, both as an individual, and as a member of the wider community.

If all members of the academy community are to develop and achieve their best then they must be free to learn and teach in an environment that is safe, caring and respectful, open and welcoming, culturally affirming and equitable.

We emphasise good order and respect for the individual thus enabling high quality teaching and learning for all members of our community. It is our belief that if our approach to behaviour management is consistent and applied to all it will make a significant difference to our ability to teach well and our students' **ability to learn effectively**. We recognise that the vast majority of students want to behave well and want to learn. With positive behaviour management we can help them to achieve to the best of their ability.

We believe that an appropriately structured curriculum and effective learning contribute to good behaviour. Thorough planning for the needs of individual students, the active involvement of students in their own learning, and structured feedback all help to avoid the alienation and disaffection which can lie at the root of poor behaviour.

It follows that lessons should follow the Champion Teaching Model, understood by the students. Marking and record keeping can be used both as a supportive activity, providing feedback to the students on their progress and achievements, and as a signal that the student's efforts are valued and that progress matters.

## Managing behaviour

Good behaviour does not happen by accident. It is the responsibility of those concerned with the academy – parents/carers, staff, governors and students - to ensure good behaviour.

**Students' responsibilities have an essential part to play in relation to this policy.** Students are to show respect for and co-operate with all members of the academy community, who work among them and have charge over them.

Students' responsibilities are to:

- Attend the academy each day and arrive on time
- Wear correct uniform and be fully equipped at all times
- Be respectful of all cultures and beliefs
- Be respectful to staff and other students and always use appropriate language
- Positively follow the instructions of all staff
- Contribute to ensuring that it is calm and orderly in the academy at all times
- Seek support when they are unsure what to do
- Be ready, respectful and safe

All staff responsibilities are to:

- Model positive behaviour and build relationships with students
- Have high expectations of all students linked to the Champion Teaching Model
- Seek to raise the self-esteem of all students and develop their full potential
- Work in close co-operation with parents/carers in matters of behaviour management and to encourage students to take responsibility for their own behaviour
- Recognise and celebrate students' achievements
- Create and maintain an ordered and calm atmosphere in which all members of the school community can feel comfortable and secure
- Promote and educate students about British Values and challenge any homophobic, racist behaviour
- Educate students about the PREVENT agenda and challenge any extremist comments or behaviour and report this using the **School's procedure.**
- Never ignore or walk past students who are not following the behaviour for learning policy

Parent's/carers responsibilities are to:

- Ensure their son/daughter arrives at the academy on time, in full school uniform and with their correct equipment
- Treat staff with respect
- Pre-book all meetings with members of staff
- To fully support the academy policies and procedures
- Share concerns about their son/daughter's education, welfare and behaviour with the academy
- Attend Parents' Evenings and support academy functions
- Inform the academy of any absence on the first day of absence and every day thereafter (to provide medical evidence if their son/daughter's attendance falls below 96%)
- support their child representing the academy in a positive way and follows school expectations on their journey to and from school whether this is by foot or by bus

## Rewards

At Landau Forte Amington we acknowledge the importance of recognising good behaviour, celebrating progress and achievement in learning for all students.

Our way of this recognition is via AMBITION points

**LANDAU FORTE AMINGTON**

**AMBITION POINTS**

EARN POINTS & EARN REWARDS  
ALONG THE WAY

- A ATTITUDE POINTS**  
Attitude Points can be awarded to you by your *class teacher*. You might receive these points if your teacher has recognised a positive attitude in you. *These points are all about how you conduct yourself.*
- M MOTIVATION POINTS**  
Motivation Points can be awarded to you by your *class teacher*. You might receive these points if your teacher has noticed you working hard on something challenging. *These points are awarded for effort.*
- B BRAVERY POINTS**  
Bravery Points can be awarded to you by *all staff*. You might receive these points if you've really pushed yourself out of your comfort zone. *These points are awarded for challenging yourself and being brave.*
- I INDEPENDENCE POINTS**  
Independence Points can be awarded to you by your *class teacher*. You might receive these points if you've successfully solved a problem without much help, or you've completed your homework/revision to a high standard. *These points are awarded for individual study.*
- T TEAM SPIRIT POINTS**  
Team Spirit Points are *runner points* - awarded only by *House Champions*. You can receive these points when you have done something to contribute to the success of your house. *These points are awarded for Team Work and Contribution.*
- I INVOLVEMENT POINTS**  
Involvement Points can be awarded by your *House Champions*. You can receive these points if you have been involved with helping and organising an event. *These points are awarded for getting stuck in and promoting the house values.*
- O ORIGINALITY POINTS**  
Originality Points can be awarded by *all staff*. You can receive these points if you've done or created something that completely stands out... if you have thought of something that is brilliant and unique. *These points are awarded for thinking outside of the box and promoting diversity.*
- N NON-NEGOTIABLES POINTS**  
Non-Negotiable Points can be awarded by your *Personal Tutor*. Being on time and being fully equipped is a good start to following the Academies non-negotiables. *These points are the simplest to pick up - just follow the basic expectations consistently.*

## Student Attitude – Next Steps

Should students not follow our expectations they will follow the academy next-steps system. This system should not replace teacher's behaviour management strategies, which should be applied in the first instance

1

- Teacher led strategies to de-escalate the situation.

2

- Verbal warning. Staff member to use academy language.
- Logged on SIMs.

3

- Second verbal warning – Next day Social time detention.
- Staff to use script provided for consistency.
- Logged on SIMs.
- Coaching conversation to be had during detention to ensure fresh start

4

- Removal/Session Support.
- Next day social time and 30min after school detention.
- Student to be parked in an alternative room.
- Staff to use script provided for consistency.
- Staff to log on SIMs.

5

- Parental contact to be made by staff member.
- Next day social time and 1hr after school detention
- Staff to use script provided for consistency.
- Coaching conversation to take place during detention



## Student Attitude – Learning

1

- Teacher led strategies to ensure positive learning environment.

2

- Student to issued loss of learning catch up.
- Logged on SIMs under faculty.
- Parents contacted to discuss issue.

3

- Continual loss of learning catch ups to result in HOD and/or Faculty intervention.

Lates

- Students who arrive late to lesson (3 minutes) will be issued with a 30min next day after school detention
- Students beyond 3 minutes late will be issued a 30 minute after school detention and contact will be made home
- Students truanting lessons will be isolated and issued a 30 minute after school detention

Reference point:

As an academy, these are the protocols we follow to ensure a calm, purposeful and safe learning environment for all students and staff.

- We move around the academy in a calm, orderly way keeping to the left
- Students line up outside of classrooms before lessons
- Staff meet and greet students on the corridor/at the classroom door at the start of lessons
- Students enter lessons quietly, take their seat and begin the DNA
- We use polite and appropriate language at all times; staff model this in their dealings with students and colleagues
- We don't wear coats in the building
- Mobile phones, earphones and other electronics are banned items and should not be seen in the academy

## Appendix A. Teachers' Powers (DfE Guidance)

The Academy has the legal powers to apply a wide range of penalties to pupils who break Academy rules, fail to follow instructions or who behave in a way that is unacceptable. The Academy operates within the guidelines and boundaries published by the Department for Education (Behaviour and Discipline in Academies, January 2016). These sanctions include:

- withdrawing the pupil from a lesson or from a peer group withdrawing participation on an Academy trip, visit or sports event;
- taking away break or lunchtime privileges;
- detention after Academy;
- confiscation of property;
- internal exclusion for a fixed period of time;
- exclusion from Academy, either for a fixed period or permanently.

Academy staff have statutory authority to discipline pupils whose behaviour is unacceptable, who break the Academy rules or who fail to follow a reasonable instruction. The power also applies to all paid staff with responsibility for pupils, such as teaching assistants. Academy staff can discipline pupils at any time the pupil is in the Academy or elsewhere under the charge of staff, including on Academy visits; they can also discipline pupils for poor behaviour outside of Academy, where poor behaviour or bullying is witnessed by a member of staff or reported to the Academy. Academy staff are able to impose detention outside of Academy hours and they can confiscate pupils' property.

### B. Detentions: what the law allows

The following points were issued by the Department for Education in January 2016 and are provided here for information purposes:

Teachers have a power to issue detention to pupils (aged under 18). Academies must make clear to pupils and parents that they use detention (including detention outside of Academy hours) as a sanction. The times outside normal Academy hours when detention can be given (the 'permitted day of detention') include:

1. any Academy day where the pupil does not have permission to be absent;
2. weekends - except the weekend preceding or following the half term break;
3. non-teaching days – usually referred to as 'training days', 'INSET days' or 'non-contact days'.

Issues Academies should consider when imposing detentions:

- Parental consent is not required for detentions.
- As with any disciplinary penalty a member of staff must act reasonably given all the circumstances when imposing a detention.

- With lunchtime detentions, staff should allow reasonable time for the pupil to eat, drink and use the toilet.

Academy staff should not issue a detention where they know that doing so would compromise a pupil's safety. When ensuring that a detention outside Academy hours is reasonable, staff issuing the detention should consider the following points:

Guidance from Department for Education, January 2016

### C. Mobile Phones and Electronic Devices

Personal electronic devices (including mobile phones) are a part of modern society and the Academy accepts that many pupils will possess them. Teachers and pupils have the right to teach and learn in an environment free from interruption by such devices. The use of personal electronic devices in Academies presents a number of challenges. These include:

- a. Interruption of lessons and disrupting the learning of others
- b. Loss or theft of personal electronic devices
- c. Safeguarding risks for members of the Academy community who are photographed or filmed without their consent by other pupils
- d. Devices being a distraction to an individual's learning

As a result of this mobile phones and electronic devices are regarded as restricted items and will be confiscated if seen or heard around the academy.

In addition:

1. The Academy accepts no responsibility for personal electronic devices that are brought to Academy and takes no responsibility to investigate their misplacement, loss or theft
2. Pupils must not use such devices or have earphones attached to them during any part of the Academy day.
3. Pupils are not allowed to connect any of their own electronic personal devices to Academy equipment.
4. Unless express permission is given by a member of staff\*, personal electronic devices must be kept switched off and out of sight at all times.
5. The Academy requests that, in the event that a parent needs to get a message to their child during the course of the Academy day, that they do so through the Academy's main office.

\*In exceptional circumstances, the use of mobile phones may be permitted in designated areas for students with medical needs monitored through their devices.

## D. Screening, Searching and Confiscation

Landau Forte Academy Staff have the power to search without consent for "prohibited items" under the DfE legislation; 'Searching, Screening and Confiscation', January 2018. Prohibited items include:

- knives and weapons (and item fashioned into a weapon)
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers (and e-cigarettes and Vaping equipment)
- fireworks
- pornographic images
- any article that has been or is likely to be used to commit an offence, cause personal injury or damage to property; and
- any item banned by the Academy rules which has been identified in the rules as an item which may be searched for.

The legislation sets out what must be done with prohibited items found as a result of a search. Weapons and knives and extreme or child pornography must always be handed over to the police, otherwise it is for the teacher to decide if and when to return a confiscated item.

Staff can seize any prohibited item found as a result of a search. They can also seize any item, however found, which they consider harmful or detrimental to Academy discipline. Banned Items at Landau Forte Academy include:

- Hoodies (non academy)
- headphones,
- fizzy and energy drinks, (unless needed for a medical condition)
- sweets and biscuits (except within a packed lunch),
- toys and gadgets of any description (except those issued by the SEND department),

Banned items seen by any staff member will be confiscated and placed in secure storage within the Academy. Any dangerous items found and confiscated will be handed over to the Police and the Permanent Exclusion of the pupil will be considered. Banned items confiscated by the Academy (except where Academy has chosen to dispose of the confiscated items, e.g. cigarettes, alcohol, laser pens or banned food and drink items) can be collected by parents/carers after they have met with an appropriate staff member at a mutually convenient meeting time. Parents or carers will not be able to be seen without a prior appointment.

The Academy reserves the right to dispose of items which are not collected within a reasonable timescale.

In the event that a pupil refuses to hand over a banned or prohibited item upon request from any member of Academy staff, this will be treated as a refusal and the behaviour management protocol will be followed. Confiscation should not be done forcibly unless there is a significant health and safety risk and in line with DfE guidance on 'reasonable force'.

The Academy works in conjunction with the community police force and partner Academies in the local area. As part of this work it is routine for our community police officers to be on the Academy site to deliver workshops, assemblies, meet with individuals and groups and to utilise police facilities such as a knife arch or to demonstrate police equipment to our pupils.

## E. Use of Reasonable Force

Please refer to the DfE guidance 'Use of reasonable force. Advice for head teachers, staff and governing bodies', July 2013.

All members of staff have a legal power to use reasonable force and the Academy has trained a number of staff in positive handling training. The use of reasonable force can also apply to people who are temporarily put in charge of pupils such as unpaid volunteers, cover staff or parents/carers accompanying pupils on an organised visit.

The Academy takes a very clear stance of the use of reasonable force; where at all possible all staff should not attempt to use physical force of the pupils of the Academy for their own safety. The ethos of the Academy is based on the mantra, '*Connect before correct*'. Every effort should be made to use calming, guiding, prompting and verbal strategies to prevent the use of force. Staff are strongly advised NOT to block a pupils' entrance of exit from a room unless there is clear and imminent danger to children or adults.

For more information on the use of reasonable force please see the following guidance from the DfE: Behaviour and Discipline in Academies – Advice for Head teachers and Academy Staff, January 2016.

## F. CCTV

The Academy uses CCTV for the purpose of maintaining the safety of pupils, staff and buildings. CCTV footage may be used to assist in the investigation of behaviour incidents by authorised staff and Senior Leaders only. For Safeguarding and Data Protection purposes, footage will not be shared with anyone who does not hold the required level of security access and/or authority.

## G. Malicious Allegations

Where pupils are found to have made malicious accusations against a member of staff that are proved unfounded, the Academy will exclude the pupil concerned. Dependent on the severity of the accusation and the distress caused, this exclusion may be permanent.

N.B. – please note this policy is not exhaustive and the Academy reserve the right to make changes, as deemed necessary, for ensuring pupil safety and promoting positive behaviour.

## Appendix D: Home Academy Agreement (Draft)

### Landau Forte Academy

We aim to provide a happy and safe environment in which all the children and staff are encouraged to develop to their full potential. To aid this we will:

- Provide a broad, balanced and well taught curriculum to meet the needs of your child.
- Encourage your child to be polite, kind and considerate to others at all times.
- Set, mark and monitor appropriate homework based on our Homework Policy.
- Keep you informed about your child's progress and any concerns that affect your child's work or behaviour.
- Provide a progress report on your child.
- Be welcoming to parents/carers and offer you opportunities to become involved in Academy life.
- Let you know about Academy activities through regular communications.
- Use Rewards and Sanctions in order to maintain a caring and supportive environment and to commend high standards and achievements.

Signed \_\_\_\_\_ (Principal)

### Parents/Carers

As a part of the partnership with the Academy I/we will:

- Ensure that my child wears correct uniform and brings the required equipment for Academy.
- Ensure that my child attends Academy regularly and on time.
- Let the Academy know the reasons for any absence.
- Not take holidays during term time.
- See that my child completes any homework, on time, that is set and sign the pupil planner every week.
- Inform the Academy about any concerns or problems that might affect my child's work or behaviour.
- Attend Progress and any other meetings to discuss my child's progress and welfare.
- Ensure my child does not bring their mobile phone into Academy.
- Encourage my child to follow the Academy's Reward Scheme and Code of Behaviour and support its policies.

Signed \_\_\_\_\_ (Parent/Carer)

### Child

I agree to help my parents and the Academy. I will:

- Show respect for self, property and others
- Attend regularly and on time
- Wear uniform correctly, bring equipment and an Academy bag.



- Follow the Academy's Reward Scheme and Code of Behaviour.
- Complete homework that is set for me and hand it in on time.
- Be sensitive to others in and around Academy.
- Complete work to the best of my ability.
- Never bring a mobile phone into Academy
- Never bring illegal drugs / items that may cause harm/threat to others in Academy

Signed \_\_\_\_\_ (Pupil)

