



**SAINT AUGUSTINE'S RC HIGH SCHOOL**

**BEHAVIOUR AND DISCIPLINE**

**POLICY**

**Date approved by Governors: September 2024**  
**Review Date: September 2025**

# **School Mission Statement**

**We want all pupils to be safe, happy and successful.**

**“We act justly, love tenderly and recognise God in our lives.”**

## **Faith and Love**

At Saint Augustine’s, we want our young people to act justly, love tenderly and recognise God in their lives. Working with families, we will educate children in accordance with the principles and teachings of the Catholic church.

Our faith is nourished through the Eucharist and we want everyone at Saint Augustine’s to experience the joy of the Gospel in their journey through school and beyond. We will foster in all members of our community a love of God and a love of others as Jesus taught us.

## **Care and Support**

We believe that every person is made and loved by God. This is why we respect each other, value human dignity and consider the needs of the poorest and most vulnerable.

We want our pupils to be safe, happy and successful at school. We will provide an environment that inspires, encourages and supports their development through nurturing their gifts and talents and will instil in them the importance of the common good and the stewardship of creation.

## **Ambition and Success**

We aim to provide pupils with the knowledge, skills and attitudes that they need to be successful at school and in later life.

We will work to fulfil the potential of every member of our school by providing an education that values the whole person and promotes personal and spiritual growth.

Together we will send out our young people to make a difference in our community and in the wider world.

# **Pupils have the Right to Learn and Teachers have the Right to Teach**

Your parents/carers and teachers believe that you are entitled to get on with your studies in a calm atmosphere. We want you to feel safe and confident wherever you are, in classrooms, corridors, stairwells, yards and on buses, and enjoy being part of a friendly, open community. If all of us treat people and property with respect, and if we're all careful not to drop litter or leave a mess after us, we each help to make St Augustine's a great school to belong to. We know from what pupils and parents and carers tell us that our rules are seen to be fair. You belong to a school which works closely with parents and carers. They chose to send you to us because of our friendly atmosphere and the respect and consideration we show towards each other. This leaflet is not a complete list of all the rules and sanctions we use at school. Other leaflets which are on our website deal with specific matters such as uniform and appearance, substance misuse and anti-bullying.

## **Respect for learning**

**At St Augustine's we promote a positive learning environment** throughout all areas of school, ensuring that learning can be effective and that pupils and staff feel safe, secure and respected. This is the behaviour we expect from all our pupils:

1. We expect you to show respect towards your teachers and towards each other and to treat school property and other people's property with respect.
2. We expect you to arrive on time to your lessons, pay attention in class, bring the correct equipment with you and complete your home learning on time.
3. We expect you to wear our school uniform correctly.
4. We expect you to follow our school rules and your teachers' instructions.

At St Augustine's we have a reward system which recognises and celebrates positive behaviour, along with a pupils' effort and achievement regardless of ability. At school far more letters of praise or congratulations are sent home than ones which express concern. Each term ends with a special assembly to reward effort and achievement. Nearly all the prizes handed out are sponsored by our Parents Teachers' and Friends Association [PTFA]. This shows just how strongly parents/carers and teachers feel about wanting all our pupils to do well. Our aim as a school is to support and encourage all pupils to become better learners. Pupils' are placed into a House System and at the end of every half term the House with the most reward points are invited to share a breakfast together. At the end of the academic year the House with the largest amount of reward points also participate in a rewards event.

## Respect for each other

**Your feelings and worries matter to us.** This is why we try hard to ensure that nobody feels put down, isolated or bullied at school. If you ever do feel upset, scared or anxious we want you to tell a teacher or to ask your parent or a friend to tell a teacher so we can help to make things better for you. The best person to speak to is your Form Tutor or Year Leader or, if it is urgent, staff on duty or anywhere else in the school.

Most of you are kind and respectful towards each other. Unfortunately, however, this is not always the case. At St Augustine's we will not tolerate bullying, cyber-bullying, name-calling, cruel teasing, mockery over appearance or body size, inappropriate physical contact, fighting, incitement to fight, child on child abuse, racism, homophobia (using words like "gay" as a term of abuse), any other prejudice-based bullying or other anti-social behaviour within school, on the school buses or when representing school by wearing the school uniform. More information on our anti-bullying policy is available on our school website. Above all else we expect you to be kind towards other people.

St Augustine's also expects the highest standards of behaviour outside school, on school business, (for example school trips, sports fixtures, work experience etc.) and also where there is a clear link between the behaviour and the maintaining of good order and discipline within the school i.e. where the behaviour of the pupils may have repercussions in school or may affect its reputation. In appropriate circumstances, the provisions of the policy will also extend to cover the conduct of pupils when they are not on school premises and not under the control or supervision of a member of staff.

Where appropriate St Augustine's will encourage a restorative approach to encourage the re-building of relationships and prevent further issues.

## Respect for ourselves

Low self-esteem can be at the root of poor behaviour and lack of progress at school. It is normal, however, to have self-doubts and worries, especially as you go through secondary school. Staff, including a counsellor and the pastoral support team, are available in school following a Year Leader referral if a pupil needs someone to listen to or give advice. We also have pupil mentors, safeguarding ambassadors, well-being ambassadors and chaplains who can give lots of support. We want our pupils to always do their best and to be ambitious for themselves.

Pupils must recognize that they are responsible and accountable for their own behaviour and that they make a clear choice when deciding how to behave. When a pupil chooses not to follow our expectations by breaking our school rules or behaving in an unacceptable way, there are sanctions that will be used. Our sanctions will be used in a hierarchical way to support learning and eliminate negative behaviour. Sanctions include verbal warnings, essays to be completed at home, lunchtime detentions and after-school detentions (issued by teachers, Curriculum / Year Leaders or a member of the School Leadership Team).

After-school detentions are normally on Friday afternoon. We write to parents to give advance notice of these detentions and send a reminder text. After-school detentions cannot be replaced with lunchtime detentions. If a parent feels there is a pressing reason to ask for the detention to be re-arranged, they must contact school in good time and the head teacher may allow for this to be arranged and it will be re-scheduled to the following Monday. This request has to come from parents. A message passed on by a pupil is unacceptable.

**Where a pupil receives two or more Headteacher detentions in a week the following will happen:**

- 1 – link SLT to each year group to liaise with YL and link SLT meet with the pupil at earliest availability. SLT to contact home.
- 2 - If no improvement with the pupil’s behaviour a meeting with parents and link SLT – YL to be asked to attend if available.
- 3 – Where possible all the Headteacher detentions to be served that Friday.

If a pupil is given an amber detention it will be served the next school day in Room 26 or Room 27 and will take place during the first half of lunch for 25 minutes. Pupils who fail to attend will have to complete the detention the next day and will also be given a 30 minutes Headteacher detention – behaviour points will also be added.

If a pupil has accrued more than two ambers in a day the following will happen:

- 1 - YL will meet with the pupil at the earliest availability – preferably during registration
- 2 - If no improvement YL will contact home
- 3 - If still no improvement meeting with parents and YL.

Where poor behaviour is serious or repeated we place pupils in our Ready to Learn room. This is a supervised room where pupils are kept apart and in silence and are given work linked to their lessons. Parents and carers are informed about this, although it is usually not possible to do this in advance. Sometimes our Ready to Learn room may be combined with after-school detentions. **Suspensions** are used for serious incidents or persistent disregard for school rules. **Permanent exclusions** are very rare - they are the very last resort. When this happens, teachers try to keep in touch with the pupil concerned until their next school placement. The school follows DFE guidelines on Use of Reasonable Force (2013) and staff are permitted to use reasonable force to prevent pupils from hurting themselves or others and for restraint and control purposes. Decisions on exclusion are taken by the Headteacher and include the ability to exclude pupils for behaviour that takes place off the school site.

When applying a sanction, staff will focus on behaviour and not the individual. Staff will state a clear reason why the sanction has been given. There should be no need for confrontation. Pupils who argue should be moved to the next sanction up. Behaviour which hinders or prevents pupils’ learning will not be tolerated. Strategies put into place to improve behaviour e.g. a pupil being placed onto a report card or to sit in a particular place, will remain in place as long as required.

Lateness to a lesson will incur a sanction - a blue slip will be given by the class teacher and handed in the next morning in the dining room. If punctuality to lessons does not improve pupils can be placed on punctuality card as well as communication with parents to address this issue.

## **Prohibited Items**

School staff can search pupils or their possessions without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item. In this instance, a search is undertaken by at least two members of staff with at least one of them a Designated Safeguarding Lead and where possible of the same gender as the pupil. Prohibited items include knives, weapons, alcohol, illegal drugs, stolen items, tobacco, cigarette papers, matches, e-cigarettes, e-cig liquid, fireworks, mobile phones\*, pornography, chewing gum, aerosols, solvents, make-up, jewellery and perfume. It includes any item that a member of staff reasonably suspects has been, or may be, used to commit an offense or personal injury to, or damage to the property of, any person (including themselves). Staff may confiscate any item from the above list.

The legal age to vape in the UK is 18 years old. This is also the legal age to buy any vaping related product including e-liquid and e-cigarettes. Schools have been alerted to serious issues with young people using e-cigarettes which can contain illegal and harmful substances including cannabis oil and spice. E-cigarettes can be harmful to health with some young people ending up in hospital after suffering the severe effects of vaping these unregulated products. Pupils will be issued with an after school detention for use of an e-cigarette or being in possession of an e-cigarette. Any future use is likely to lead to suspension. Any pupil found to be supplying e-cigarettes or vaping liquids to others may face permanent exclusion from school. In most cases, parents and carers will be asked to collect confiscated items, or in the case of illegal items, the police will be informed. In cases where police are required to interview pupils about illegal items, parents and carers will always be invited to the interview. (The school follows DFE advice on Searching, Screening and Confiscation: January 2018). These rules can also apply out of school – for example on school buses, trips or other school activities. Pupils chewing gum will be given an after-school detention as gum defaces carpets and is very difficult to remove. Pupils in possession of prohibited items on this list risk suspension or permanent exclusion.

**All contact between pupils and parents and carers during school hours should be through the school office. Pupil's mobile phones must be switched off throughout the school day.**

\*Pupils are not allowed to use other electronic devices such as smart-watches, air pods or similar items. Use of a phone during the school day will lead to confiscation. In rare cases where parents and carers request that a phone/air pods is urgently needed by a pupil, they will be able to collect the phone and an after-school detention will be issued to the pupil. If for some special reason a pupil needs to make a call or send a text, they must ask a teacher for permission and do so in their presence. Earphones/ear buds must not be worn during the school day or when lining up for buses; pupils are advised not to wear them when they are near traffic.

## **Uniform and appearance**

Our uniform and appearance rules are in our prospectus and on our website. On the rare occasion when a pupil blatantly disregards our appearance code they may be sent home or isolated from their lessons until the matter is resolved.

## **Respect for Property**

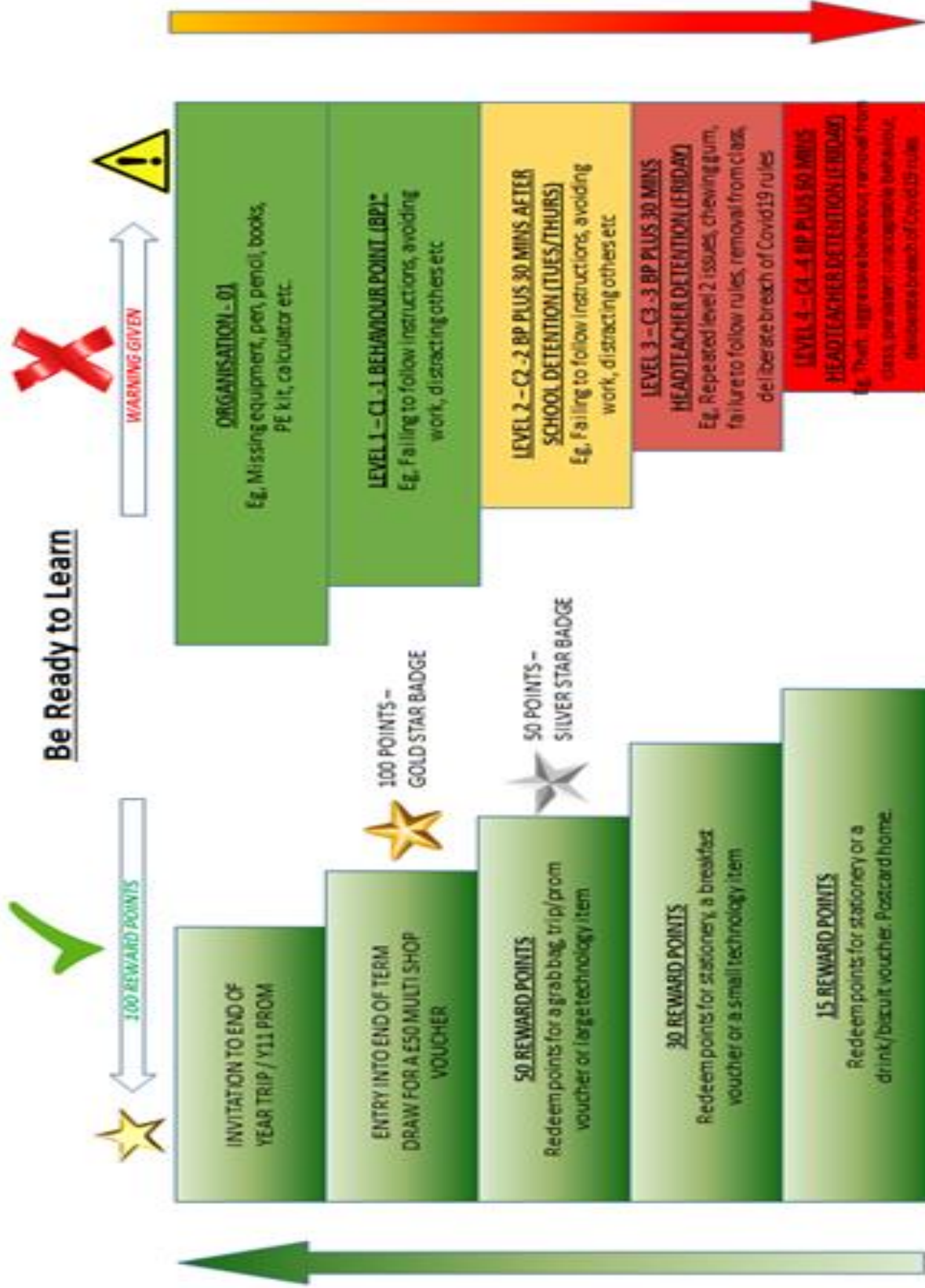
Theft will not be tolerated at St Augustine's. If a pupil steals, the usual sanction is suspension or our Ready to Learn room. There is, thankfully, hardly any vandalism at St Augustine's. Pupils who damage school property are usually placed in our Ready to Learn room or suspended. We will work out the cost of the damage and contact your parents/carers to arrange for payment of the repairs. We would expect the cost to be met from your own savings or pocket money.

No items may be sold by pupils on school premises, school buses or school trips unless this has been approved by staff and is for a charitable purpose. No games involving money or gambling are allowed on school premises, school buses or school trips. This will lead to behaviour sanctions.

A school is a living community. Our reputation for discipline and good behaviour has been achieved through attention to detail and is the outcome of years of commitment to improving standards. Nearly all of our pupils and parents/carers share our values and are proud of our school, and so the pupils at St Augustine's have a wonderful reputation for being considerate, well-mannered young people - a source of pride to their families, their school and their local community.

No behaviour policy can cover all eventualities. The Headteacher reserves the right to use discretion to help pupils make better choices and learn the right lessons.

# APPENDIX A – CLASSROOM POSTER



\* If a pupil receives four C's in a half term, they will be given an after school detention. This will not affect their Year 10 or 11 results.