



The Stonehenge School

Code of Conduct

The Governing Body of The Stonehenge School believes that high expectations of student behaviour underpins the aims and ethos of the school, safeguards the rights of students and staff, and is necessary for effective teaching and learning.

At The Stonehenge School we believe –

- Every student has the right to learn and achieve his or her best.
- Everyone has the right to come to school and feel safe. This means they should not be in fear of physical harm, threatening behaviour, bullying, discrimination or harassment.
- Everyone has the right to come to school in the knowledge that their property will be respected and not damaged or interfered with.

At The Stonehenge School we will take account of individual student needs –

- We acknowledge the requirement to take into consideration the needs of individuals and their specific circumstances when applying this behaviour policy.
- These groups may include –
 - Minority, ethnic and faith groups
 - Travellers, asylum seekers and refugees
 - Students for whom English is an additional language
 - Looked after children
 - Young carers
 - Families under stress
 - Students with Special Educational Needs / Disabilities
 - Pregnant school girls and young mothers
 - Children with specific medical needs.

This list is not exhaustive. We additionally acknowledge our statutory duties under the Equality Act (2010) in respect of safeguarding and in respect of students with SEN and/or disability. In particular we acknowledge that *reasonable** adjustments will be made to support children with a disability.



- An adjustment which is **not** reasonable should not be expected; this may be on the grounds of affordability or because it would be detrimental to good order or to the provision of effective education for other members of the school community.

REWARDS and EXPECTATIONS

We believe in a positive learning culture and expect all of the following from every student :

- Excellent attendance
- Both teamwork and independent learning
- Growth mindset thinking
- Kindness, courtesy and consideration
- Making a positive contribution to our community

We reward in a variety of ways –

- Verbal praise
- Non verbal praise
- Positive comments in marking
- Stickers and stamps
- Positive PARS points
- Postcards home
- Badges and ties for positions of responsibility presentations in assemblies or Celebration Events
- Positive home contact
- Work being displayed around the school

UNACCEPTABLE BEHAVIOUR

At The Stonehenge School we will challenge unsatisfactory behaviour. Our expectations are clear and we will use sanctions when students break our rules.

Sanctions may include –

- Verbal reprimand or words of advice
- Confiscation of an item
- Negative PARS points
- Home contact to express concern
- Exclusion from specific events
- Break or lunchtime detention
- Formal after school detention with 24 hours' notice
- Leadership Team Detention on Fridays
- Behaviour contracts
- Internal exclusion
- External exclusion
- Referral to FAP (Fair Access Panel)



- 'Fresh Start' at another school
- Permanent exclusion

Teachers have the statutory authority to discipline students if their behaviour is unacceptable or if they fail to follow reasonable instructions.

This authority extends to all paid staff including Teaching Assistants and pastoral staff.

Staff may discipline students in school or anywhere where they are in the charge of the school, for example on school trips.

Staff may discipline students for behaviour outside school if they are in uniform or their behaviour brings the school into disrepute or in any way undermines good order within the school community.

Staff have specific statutory authority to impose detentions outside school hours; parental consent is no longer required.

Staff can confiscate students' property. *[See section below : Search & Confiscation].*

DETENTIONS AND INTERNAL EXCLUSION

Detentions - are routinely used as a sanction at The Stonehenge School.

The Stonehenge School does not have, in law, to give parents/carers notice of an after school detention but we understand that parents/carers will worry if a child does not arrive home and in all but exceptional circumstances we will give 24 hours' notice of an after school detention.

Break/lunch time detentions - these are used by class teachers or form tutors as a swift consequence for classroom based incidents such as low level disruption, incomplete work or missing homework or equipment.

Students are expected to attend these on the day they are given.

Students who do not attend break and lunch detentions will be collected from their next lesson by the Duty 'On Call' teacher and be placed with the teacher or department that issued the detention until the detention is served at the earliest opportunity.

Faculty/Department Detentions – These are issued after school by a Faculty or Department. They last from 2.50 pm to 3.50 pm.

Students who fail to attend Faculty/Department detentions are likely to be placed in isolation with the Faculty/Department the next school day.



SENIOR LEADERSHIP TEAM (SLT) DETENTION

This is a most serious sanction and can only be issued by a member of the Senior Leadership Team. Parents/carers will be informed of the detention by text at least 24 hours in advance.

It is only held on Fridays, from 2.50 – 3.50 pm, and cannot be served on any other night.

In exceptional circumstances the Headteacher may allow it to be served on a different Friday – parents/carers should make a direct request to the Headteacher if necessary.

Students who do not attend SLT detention on a Friday will be placed in isolation on the next school day, or day they are present in school.

Repeated refusal to attend SLT detention is likely to result in exclusion from school.

Students who owe detentions at the end of term may be withdrawn from classes or required to attend school on Teacher Training Days to complete the detention.

Internal Exclusion/Isolation

This is our most serious sanction before exclusion. Students may be placed in isolation by any member of the Senior Leadership Team. Heads of Faculty/Progress Leaders may also place a student in isolation in consultation with their SLT Line Manager.

Students in isolation

- Are expected to hand over their mobile phone. It will be returned at the end of the day.
- Will be supervised by staff at social time.
- Will be escorted to collect food from the cafeteria.
- Students who misbehave in isolation are likely to be excluded.

EXCLUSION FROM SCHOOL

The decision to exclude a pupil will be taken in the following circumstances:

- In response to a breach of the school's Code of Conduct
- If allowing the pupil to remain in school would seriously harm the education of welfare of pupils or others in the school

The Headteacher may exclude a pupil for one or more fixed periods not exceeding a total of 45 days in any one school year. Exclusions exceeding 15 days in one term will be referred to the Governors' Pupils' Disciplinary Committee.

Incidents that may warrant an exclusion from school can include: fighting, threatening behaviour, inciting violence, bullying, defiant behaviour including swearing at staff, malicious allegations against school staff, bringing the school's name into disrepute off site, theft/stealing, harassment of staff or pupils,



inappropriate use of IT, persistent disruptive behaviour including breaches of the School's rules on uniform and appearance. Please also refer to the sections on Drugs and Weapons – any offence involving either illegal drugs or weapons will almost certainly lead to exclusion from school and referral of the matter to the Police.

REASONABLE FORCE

The Stonehenge School empowers staff to use 'Reasonable' Force in certain circumstances. These include –

- Preventing students committing an offence
- Preventing students injuring themselves or others.
- Preventing the damage of property.

What is Reasonable Force?

- The term 'reasonable force' covers the broad range of actions used by most teachers at some point in their career that involves a degree of physical contact with students.
- Force is usually used either to control or restrain. This can range from guiding a student to safety by the arm through to more extreme circumstances such as breaking up a fight or where a student needs to be restrained to prevent violence or injury.
- 'Reasonable in the circumstances' means using no more force than is needed, in the context of the incident. Typically the amount of force used should be proportional to the degree of harm which it is aiming to prevent.
- As mentioned above, schools generally use force to control students and to restrain them. Control means either passive physical contact, such as standing between students or blocking a student's path, or active physical contact such as leading a student by the arm out of a classroom.
- Restrain means to hold back physically or bring a student under control. It is typically used in more extreme circumstance. For example, when two students are fighting and refuse to separate without physical intervention.
- School staff should always try to avoid acting in a way that might cause injury, but in extreme cases it may not always be possible to avoid injuring the student.

Who can use Reasonable Force?

- All members of school staff have a legal power to use reasonable force.
- This power applies to any member of staff at the school. It can also apply to people whom the Headteacher has temporarily put in charge



of students such as unpaid volunteers or parents accompanying students on a school organised visit.

When can Reasonable Force be used?

- Reasonable Force can be used to prevent students from hurting themselves or others, from damaging property or from causing disorder.
- In a school, force is used for two main purposes – to control students or to restrain them. It may lawfully be used to prevent a student from committing a criminal offence.
- The decision on whether or not to physically intervene is down to the professional judgement of the staff member concerned and should always depend on the individual circumstances.

SEARCH AND CONFISCATION

Searching (in accordance with Department for Education guidance, published 2014, updated September 2016).

The Headteacher and other senior staff have a statutory power to search pupils or their possessions, without consent, where they have reasonable grounds for suspecting that the pupil may have a prohibited item.

Prohibited items are:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks

- pornographic images (*for example, photographs stored on a mobile phone or some other portable electronic device*)

- any 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 (including the pupil).

1. The Headteacher and other senior staff can also search for any item banned by the school rules which has been identified in the rules as an item which may be searched for. All the items in the list which follows – which is not definitive – are **banned under the school rules** and as such may be lawfully searched for :



- Lighters and matches
 - Electronic cigarettes, vaping sets (or equipment) and all smoking paraphernalia [*refer to No Smoking Policy, below*].
 - Laser pens
 - Drug paraphernalia (*for example, rolling equipment, pipes, tobacco tins with motifs relating to illegal drugs*)
 - Substances commonly described as “legal highs”.
 - Prescription drugs which have not been prescribed by a medical professional for the pupil in possession of them.
2. Where a member of staff finds **an item which is banned under the school rules** they should take into account all relevant circumstances and use their professional judgement to decide whether to return it to its owner, retain it or dispose of it. School 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 school discipline.
 3. Parental consent is not required before undertaking a search and there is no requirement to keep a written record of every search. However any search which leads to the discovery of either a prohibited or banned item will be recorded on PARS. Parents and Carers will not always be informed when their children are spoken to about drugs ie when a child discloses they came from the family home. ‘Intelligence’ information about drugs will be passed to Police and other agencies who support our students.
 4. Other than in exceptional circumstances (*for example, there is potentially an immediate risk of serious harm or of some other criminal activity*) a search will only be undertaken by a staff member of the same sex as the pupil. In all cases another member of staff must also be present.

MOBILE PHONES

The school used to have a policy of total prohibition which meant that no student was permitted to have a phone in school. This ban was lifted a few years ago in the clear expectation that they would be used **responsibly** and only under clearly defined circumstances.

- Under no circumstances may mobile telephones ever be used to take photographs of staff or other pupils.
- During the school day, that is from 8.35 am until 2.50 pm mobile phones may not be used at all and must be switched off. Pupils are expected to keep their



phone out of sight during these hours and not to make them visible at any time.

Examples of **irresponsible** phone use include the following :

- a) Cyber bullying, sexting, inappropriate use of social media / chat rooms – even if the content is posted outside of school, because the problems caused by these actions are frequently brought into school.
- b) Students phoning parents during the day to report feeling unwell, or to report bullying or other problems, without speaking to a member of staff. This is exacerbated by parents who then come directly into school and expect staff to be available to deal with the matter immediately.

Breaches of the expectations above will result in the confiscation of the phone. Other than in exceptional circumstances the phone will be retained safely until a parent is able to collect it.

UNIFORM (below is in the planner)

(Retainers are not acceptable)

The only jewellery which is permitted in school is

- a watch
- a signet ring
- one earring per ear which should be a stud for safety reasons

This is a legal Health and Safety requirement. Students will have excess jewellery confiscated and we request that any ear piercing should happen at the start of a long holiday.

NO student is allowed to wear make-up or nail varnish, or eyeliner. Equipment is provided to remove make-up.

Hairstyles.

The over riding principle is that all students must display a hairstyle which looks natural. Hairstyles should be conventional, and **extreme** hairstyles are unacceptable eg tramlines, patterns, logos and bright or heavily bleached colours are examples of extreme hairstyles which the school considers unsuitable. Haircuts must be no lower than a No. 2.

SMOKING / VAPING

No Smoking Policy : The Stonehenge School expressly prohibits smoking at all times. There are no facilities on site for staff or students who wish to smoke. The following smoking related items are not permitted in school, and will be confiscated if found:



- Cigarettes (or cigars)
- Loose tobacco
- Lighters or matches
- Cigarette papers
- Cigarette filters
- Electronic cigarettes / vaping devices or equipment

Students are forbidden from smoking in any public place as this brings the school into disrepute - this applies to:

- The journey to and from school (including MUFTI days)
- School trips and visits, even if uniform is not worn
- Anywhere in public whilst school uniform is worn

A breach of the school's non smoking policy will be sanctioned as serious misconduct. This may include those students found associating with smokers, even though they may not be smoking themselves.

EDUCATION OFF SITE TO IMPROVE BEHAVIOUR

In accordance with section 29A of the Education Act 2002 (amended by Section 154 of the Education and Skills Act 2008), the Governing Body have delegated the power to the Headteacher to direct a pupil to be educated off-site to receive education provision which is intended to improve their behaviour.

This is not an exclusion and is to address the pupil's behaviour with additional support from the Local Authority.

DRUGS / WEAPONS

The school is acutely aware of the devastating impact illegal drugs and weapons have upon the lives of young people. We adopt a strongly proactive approach to this issue, teaching students about the dangers through the taught curriculum, tutor sessions, assemblies and by liaising with external agencies and other professionals.

Under the DfE regulations governing teachers' authority to search (updated September 2016), knives, weapons and illegal substances are prohibited items. This includes prescription drugs (unless prescribed by a GP), and knives or any similar pointed object (eg scissors) which can be bought lawfully because they are age restricted items which students under the age of 18 may not lawfully carry in any public place. Students are absolutely prohibited from having any such item in their possession.

Because of the serious risk drugs and weapons present to the safety of young people, an offence involving either will be treated extremely seriously. Other than in the most exceptional and unusual circumstances the matter will be referred immediately to the Police. This includes possession, use, distribution, supplying or



carrying of any illegal substance or weapon, whether on the school premises or not. In addition to any Police action, the school will sanction such an offence as serious misconduct. This means that exclusion is inevitable in almost every case, and that for more serious offences (such as repeated possession on site, dealing or supplying) the student will not return to Stonehenge School and will be transferred elsewhere by the FAP.

As with any other offence serious enough to merit exclusion, the civil standard of proof is applied. The school is not required to prove 'beyond reasonable doubt' that an offence has been committed. The requirement is to demonstrate that, on the balance of probabilities, it is distinctly more probable than not the alleged offence was committed.

Adopted **September 2017.**

Review **September 2020.**