

Behaviour Policy / 2020

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CCYD aspires to empower our community to be collaborative, resilient and reflective individuals who have the self-confidence to embrace challenge.

Behaviour with COVID Guidelines Policy

Behaviour Policy

Promoting positive behaviour requires the commitment of all members of our school, learners, parents, carers, governors and staff; it requires a consistency of practice across the school to ensure that learners know the high standards of behaviour that is expected of them.

Aims of the Policy

At Coleg Cymunedol Y Dderwen we aim to;

- Create and develop a Behaviour Policy where the approach to matters of behaviour will be applied fairly and consistently, with due regard to any extenuating circumstances.
- Create and develop a place of learning, where all learners have a right to learn in a safe supportive and purposeful working atmosphere.
- Create and develop in learners, a sense of self-discipline and an acceptance of responsibility for the consequences of their own actions.
- Create and develop an atmosphere within the school community, where there is a mutual respect between all members and where there is a positive understanding for the environment.

General Roles and Responsibilities

The Governing Body is responsible for establishing, in consultation with the Head Teacher, staff, learners and parents, the policy for the promotion of good behaviour and for keeping it under review. The governors also play a key role in supporting the governors' disciplinary panel. **Ensure the Headteacher and the school undertake its role in complying with COVID regulations and guidance.**

The Head Teacher & Senior Leadership Team are responsible for implementing the policy and ensuring that these standards are maintained consistently by learners and supported by staff. Responsibility for issuing a Fixed Term Exclusion and Permanent Exclusion is the responsibility of the Head teacher/ Deputy Headteacher or designated member of senior staff in his or her absence. In addition, ensuring a COVID risk assessment and associated documents are created, shared and published.

Teaching and Non-Teaching Staff will be responsible for ensuring that the policy and its procedures will be maintained and applied consistently. They should consider themselves responsible at all times for the behaviour of learners at all times of the school day.

Staff will:

- Model leadership
- Seek to raise the self-esteem of all learners and develop their full potential
- Work in close co-operation with parents in matters of behaviour management and to encourage learners to take responsibility for their own behaviour
- Recognise and celebrate learners' achievements
- Create and maintain an ordered and calm atmosphere in which all members of the school community can feel comfortable and secure
- Deliver behaviour sanctions in a manner that is consistent to that set in the behaviour policy.
- **Comply with the COVID guidelines and restrictions imposed by the Welsh Government, in line with Public Health Wales and the Local Authority and School procedures and school risk assessment.**

Parents/Carers are responsible as role models for our learners and they have an essential part to play in relation to the school's behaviour policy. They will be encouraged to work in partnership with the school and assist us in maintaining high standards of behaviour. **Support the school by complying with the COVID guidelines and restrictions imposed by the Welsh Government, in line with Public Health Wales and the Local Authority and School procedures.**

Learners will be expected to take responsibility for their own behaviour and will be made fully aware of the school policy.

Their responsibilities are to:

- Adhere to the school behaviour policy
- Work to the best of their ability and allow others to do the same
- Treat others with respect
- Follow the instructions of school staff
- Take care of the school environment
- Cooperate with other learners and adults
- Complete work, homework and any coursework to the best of their ability
- Wear uniform correctly at all times during the school day
- Attend school and arrive on time
- **Comply with the schools COVID procedures and COVID risk assessment to limit the spread of infection and ensure the safety of all at CCYD.**

Rules

To help us achieve our aims we have agreed a set of school rules and a set of rules for the classroom environment. These rules form part of our Behaviour Policy and learners are expected to follow them at all times. They are included within this document and will be displayed around the school, in teaching rooms, break out spaces and corridors. In addition, very clear procedures for promoting excellent behaviour and addressing poor behaviour in classrooms and departments are displayed.

COVID 19

To ensure all are safe at CCYD the school has produced and shared with all key stakeholders specific COVID procedures and a COVID risk assessment. These identify the additional safety measures that have been put in place. These safety measures are there to protect all at CCYD as best as practicably possible. To ensure compliance additional sanctions to deal with breaches of COVID restrictions have been put in place and consequences have been added to ensure the safety of all at CCYD. The additional sanctions and consequences have been added to the tariff sheet.

Consequences & Sanctions

Any learner not following the school rules and expectations or classroom rules will be issued with an appropriate sanction. The sequence of consequences is included in this document. In all disciplinary actions it is essential that the learners understand fully that it is their behaviour that is unacceptable, not them as individuals. The sanctions are fully explained in the procedures section of this policy and are briefly outlined below:

Detention

Various forms of detention are given when a learner has carried out an action that disrupts the learning of others. They have been given the opportunity by the teacher to change/conform but choose to disregard the class-teacher's request(s). All Tutors/Class-Teachers/Departments/ Year Groups are able to detain learners either at break, lunch or after-school. All detained learners will be informed verbally about the detention, its time, location and duration. For after school detentions parents will be contacted, and informed of the detention.

Break/Lunchtime

If a learner is detained at break or lunchtime they will have the opportunity of going to the toilet and offered the opportunity to have food / drink.

After-School Detention

After school detention will be carried out between 2:50pm to 4.00pm, Monday to Thursday. If the detention falls on a Friday due to transport restrictions the detention will run between 2:50pm and a time when the senior staff are available to transport the learner home. For after school detentions parents will be contacted, and informed of the detention.

Monitoring cards

Monitoring cards are used to help learners achieve set targets, agreed by learner and staff, over a given period of time (2/3 days; 1 week or 1 timetabled cycle). Learners placed on a card would have been given certain sanctions within the department policy before the card becomes the next available option.

Holding Room

When the class-teacher has exhausted the classroom and department behaviour procedures they will contact the 'Emergency on-call' team for assistance.

On assessing the situation, the last option available for the senior staff is to remove the learner from the classroom and place them in the holding room. They will be supervised for the duration of that lesson in silence, carrying out the work supplied by the appropriate class teacher or Department.

The purpose of the holding room is to allow the learner to reflect on his or her behaviour and to be given the opportunity to modify their behaviour. The learner will be given a monitoring card. If the learner successfully achieves the targets for the rest of the school day then he or she may go home at the end of the school day. If the learner does not complete the targets then he or she will complete an after-school detention.

If the learner does not complete the holding room sanction appropriately then the matter will be escalated to either an internal exclusion or a fixed term exclusion.

Internal Exclusion

SLT, Pastoral Leaders (PL's), Pastoral Support Officers (PSO's) after reviewing and discussing all of the evidence provided regarding a behaviour incident may decide that an internal exclusion is necessary for a learner.

Internal exclusion is held within the school but the learner will conduct the internal exclusion in isolation from his or her peers and will have separate break and lunch arrangements. The internal exclusion will run from 8:30 to 4:00pm. Work will be provided for the learner and he or she will be supervised at all times. On successful completion of the IE sanction there will be a readmission meeting with parents/carers. The readmission meeting will be arranged at a time convenient to both parents and staff at the school. In some circumstances it may be necessary to complete the readmission meeting via telephone or at home. Any learner who has been given an internal exclusion may be given an individual behaviour plan (IBP) with specific targets and actions agreed to enable the learner to continue learning at CCYD.

External Exclusion

The Headteacher may decide after reviewing and discussing all of the evidence provided regarding a behaviour incident that a fixed term exclusion is necessary for a learner.

Fixed Term Exclusion requires the learner to remain at home for the duration of the exclusion. Work will be provided for the learner to complete at home. Following a fixed term exclusion there will be a readmission meeting where a pastoral support plan will be completed with specific targets and actions agreed to enable the learner to continue learning at CCYD. The readmission meeting will be arranged at a time convenient to both parents and staff at the school. In some circumstances it may be necessary to complete the readmission meeting via telephone or at home.

Governors Disciplinary Panel

When a learner has incurred a total of 15 days or more fixed term exclusions in a term then a 'Governors Disciplinary Panel' will be initiated. The panel will discuss with the parent/carer the exclusions, behaviour demonstrated and together agree an appropriate course of action. The Governors disciplinary panel will consist of the following:

- Governors
- Headteacher
- Deputy Headteacher or SLT
- Pastoral Leader
- Parent / Carer
- Learner
- Other relevant agencies as appropriate

Permanent Exclusion

The Headteacher may decide after reviewing and discussing all possibilities, that permanent exclusion is necessary for a learner. This may include, but is not limited to, the following:

- All other steps to encourage the learner to obey the school rules have failed
- Allowing the learner to remain in school would be seriously detrimental to the education or welfare of others in the school
- Persistent and defiant behaviour. This would encompass persistent bullying including homophobic or racist bullying
- Serious actual or threatened violence against a learner or member of staff
- Sexual misconduct
- Supply of an illegal drug, or the severe misuse of an illegal drug
- Carrying an offensive weapon

Duty

To ensure all learners are safe from the moment they enter the school grounds to the time they leave staff are allocated key duty points at the following times;

- Morning from 8:15 – 8:30
- Break time 10:30-10.50 OR 10.50-11.10
- Lunch time 13:10-13:50
- After School 2:50 – 3:00

Break Duty

During break, teaching staff are allocated a 'zone' and will be at their designated zone for the duration of break time. In addition, the Senior Leadership Team (SLT) will support the supervision of learners in the atrium and outdoor spaces.

Lunch Duty

During lunch time the Senior Leadership Team (SLT) will be on duty to supervise learners in the atrium and outdoor spaces. In addition, the PSO's will also supervise the learners at lunch time.

After School

At the end of the day to ensure learners safely exit the building and alight their designated bus, staff are available at key areas:

- Atrium
- Learner Entrance / Exit
- Car Park
- Bus Bays
- School Entrance / Exit Gate

Procedures

Emergency On Call [EOC]

The Emergency On-Call has been created to support staff when an emergency occurs in and around the learning environment. These situations may vary from teacher to teacher; from environment to environment and from incident to incident, however the nature of the incident should be either a risk to the health and safety of the learner or staff.

Uniform & Dress Code

We expect all learners to wear the uniform correctly throughout the school day. We believe that a smart uniform is very important; it demonstrates the pride that learners take in our school and signals their belonging and commitment to our learning community. If learners are not wearing the correct clothing the school reserves the right to confiscate any inappropriate items and in extreme circumstances send the learner home. Home will be contacted immediately if a learner is inappropriately dressed. If learners persistently choose not to wear the correct uniform in school and refuse to address the uniform issue then home will be contacted and the learners will be placed into the Phoenix centre.

If learners are not wearing the correct clothing the school reserves the right to confiscate any inappropriate items.

In situations of hardship that require financial assistance, parents should contact the school on 01656 815920.

Smoking

Bridgend County Borough Council and Coleg Cymunedol Y Dderwen does not allow the smoking of any nicotine substances including e-cigarettes on the school premises or inside the school building. Signs showing this are displayed throughout the school.

Substance / Alcohol Misuse

We do not allow anyone to be under the influence, in possession of or distributing alcohol / illegal drugs on the premises in accordance with the Misuse of Drugs Act 1971. Any suspected illegal drugs found, or confiscated, on premises will be disposed of appropriately and the police will be contacted. Any learner under the influence of drugs or alcohol will be issued with an Internal Exclusion or a Fixed Term Exclusion. Any learner found distributing or dealing illegal substances or alcohol will be permanently excluded.

Damage to School Property

All damage to the school and or its property will incur a sanction. The sanction issued will range from internal exclusion to permanent exclusion and reimbursement of the cost of repair will be sought from the parent/carer. All matters relating to vandalism will be reported to the police. Community service could be used as a possible sanction. In this case an hourly rate will be agreed between home and school and the learner will work the equivalent hours to repay the cost of the repair.

Inappropriate Language Used in School

We do not tolerate the use of inappropriate and unacceptable language in or around the learning environment. Learners who choose to use inappropriate or unacceptable language, depending on the severity of the incident will be issued with a sanction ranging from a discussion with senior staff to permanent exclusion.

School Uniform

If learners persistently choose not to wear the correct uniform in school and refuse to address the uniform issue then home will be contacted and the learner will be placed into the Phoenix Centre.

If learners are not wearing the correct clothing the school reserves the right to confiscate any inappropriate items.

In situations of hardship that require financial assistance, parents should contact the school on 01656 815920.

All learners in Years 7 to 13 must wear the correct school uniform when travelling to and from school and during the school day. If an off-site event requires non-school uniform to be worn, details will be communicated with parents.

Learners in Years 7 to 11 must wear;

Boys

- Plain white school shirt with long or short sleeves
- A C.C.Y.D. clip-on tie
- Grey V-neck long sleeved jumper with school logo.
- Smart black school trousers
- Plain black socks
- Black shoes (with black laces if applicable)

Girls

- Plain white school shirt with long or short sleeves
- A C.C.Y.D. clip-on tie
- Grey long-sleeved cardigan with school logo.
- Smart black school trousers or knee length skirt.
- Plain black tights or black socks.
- Flat black shoes (with black laces if applicable)

Optional Summer Uniform

(Dates when the summer uniform can be worn will be communicated to parents/carers).

Boys

- School polo top with logo
- Smart black school trousers
- Plain black socks
- Black shoes (with black laces if applicable)

Girls

- School polo top with logo
- Smart black school trousers or knee length skirt.
- Plain black tights or black socks.
- Flat black shoes (with black laces if applicable)

Learners in Years 12 and 13 must also wear uniform. Sixth form uniform will be as listed above with the exception of a black jumper or cardigan and a traditional CCYD tie.

Outdoor Garments

Outdoor coats and jackets must be plain black. Hoodies, zipped tops, tracksuit tops and sweatshirts must not be worn in school.

All outdoor garments must be removed when entering the building. No outdoor garment is to be worn inside the building. If learners wear outdoor garments inside the building then the item of clothing will be confiscated and returned at the end of the day. In extreme circumstances, the inappropriate garment will be returned once a meeting has been arranged by the respective PL and the learner's parents/Carers.

No headwear of any type may be worn inside the school building, unless there are medical exceptions. i.e. sound defenders. If learners wear any form of headwear inside the building then the item of clothing will be confiscated and returned at the end of the day. In extreme circumstances, the inappropriate garment will be returned once a meeting has been arranged by the respective PL and the learner's Parents/Carers.

Jewellery

For Health and Safety reasons we only allow learners to wear one pair of studded earrings in the lower lobes – one stud in each ear lobe. Hooped earrings, stretchers and flesh tunnels are not allowed, although the school appreciates, there may be a need for certain learners to wear plugs.

No facial or body jewellery is allowed (nose, tongue, lip, eyebrow, belly button etc). The school will not be responsible for any injury caused by a body piercing. All jewellery brought into school is at a learner's own risk. In extreme circumstances where the learner refuses to remove unacceptable jewellery the learner will be placed in the Phoenix centre and a meeting will be arranged by the respective PL with the learner's parents/Carers.

Hair

Hair should be a natural colour. Hairstyles must not be extreme. The school will decide what is extreme and if you are in any doubt about your child's hairstyle, please check with the school.

Head-bands and hair bobbles should be of a dark colour and not excessive. Shaved designs in hair or shaved eyebrows are not permitted. In extreme circumstances the learner will be placed in the Phoenix centre until a meeting has been arranged by the respective Pastoral Lead with the learner's parents/Carers.

Make-up

Make-up is only allowed if it is very subtle and is applied minimally. The school reserves the right to make that judgement and we will ask learners to remove excess makeup.

Detaining learners

Detentions are given as a sanction in line with school policy and procedures.

All staff are able to detain learners either at break, lunch or after-school.

All detained learners will be informed verbally about the detention, its time, location and duration. For after school detentions parents will be contacted, and informed of the detention.

Break/Lunchtime

If a learner is detained at break or lunchtime they will have the opportunity of going to the toilet and offered the opportunity to have food / drink.

After-School Detention

After school detention will be carried out between 2:50pm to 4.00pm, Monday to Thursday. If the detention falls on a Friday due to transport restrictions the detention will run between 2:50pm and a time when the senior staff are available to transport the learner home. For after school detentions parents will be contacted and informed of the detention.

Monitoring Cards

Monitoring cards are used to help learners achieve set targets, agreed by learner and staff, over a given period of time (2/3 days; 1 week or 1 timetabled cycle).

For the card to have an effective and positive outcome the respective teacher will:

- Regularly monitor the card
- Take time to discuss with the learner the response of staff
- Where possible ensure that home is informed of the process both before and after the exercise.

When a learner is on a card the following must be carried out:

- The monitoring process will involve an agreed period of time, which will consist of a points system. Poor scores will result in a sanction.
- The learner will be expected to get the card completed/signed every lesson by the class-teacher; registration by the tutor and break and lunchtime by the appropriate staff member who distributed the card. If the card is not completed the learner will get after-school detention.

'Emergency On Call' (EOC)

The Emergency On-Call has been created to support staff when an emergency occurs in and around the learning environment. These situations may vary from teacher to teacher; from environment to environment and from incident to incident, however the nature incident should be either a risk to the health and safety of the learner or staff.

The Senior Leadership Team and PL will carry out the (EOC) on a rota basis.

When an incident occurs where there is a risk to the health and safety of learners or staff which requires immediate action staff will phone 'on call' via

07870989445

The member of staff on-call will be contacted and asked to attend the designated area.

When the EOC member of staff has arrived at the designated area, he/she will assess the incident and act accordingly.

Holding Room

When the class-teacher has exhausted the classroom and or department policy guidelines and procedures for inappropriate and unacceptable behaviour, they will contact the 'Emergency on-call' team (senior staff) for assistance.

On assessing the situation, the last option available for the senior staff is to remove the learner from the classroom and place them in the holding room. There they will be supervised for the duration of that lesson in silence, carrying out the work supplied by the appropriate class teacher or Department. At the end of the session, if appropriate the learner will be allowed to return to their timetabled lessons.

The learner will be given a monitoring card and given the opportunity to modify their behaviour. If they achieve the targets set for the rest of the day then they may leave school at 2:50pm. If however they do not achieve the targets set then they will be given an after school detention.

While in the Holding room the learner will:

- Read and acknowledge the room's expectations
- Hand over their phone and or ipad
- Remain silent at all times.
- Complete all work to the best of their ability
- Acknowledge that their time in the room will be monitored and recorded by the Phoenix Behaviour Learner Support Officer
- Acknowledge that they will be dismissed once their time in the room has been successfully completed.
- Appreciate that if they choose not to follow the reasonable requests, then they may be issued with a detention or internal exclusion.

Internal Exclusion – IE

Procedures for Internal Exclusion

The procedures for Internal and External Exclusion are very similar. Both involve a fixed term exclusion, yet one is completed at school and the other at home.

When an incident occurs that warrants an internal exclusion the following will occur:

- Staff investigate the incident. Learner witness accounts of the incident are gathered and other appropriate/necessary information.
- The incident/sanction will be issued in line with the behaviour tariff sheet.
- When the sanction has been determined staff will contact home, explain the incident and sanction. Details of the number of days given and the appropriate process for readmission will be discussed.
- Staff dealing with the incident will complete the appropriate internal exclusion-recording sheet. The incident will be recorded on SIMS.
- A letter will be sent to parents/carers confirming the sanction.
- Work will be provided by the respective departments and collected and delivered to the IEU by the PSO for the relevant Key Stage. This work will be provided until the period of IE has been completed.

When the learner arrives at school, they will report to the appropriate PSO who will take them to the Phoenix Centre. The learner will be supervised by the Phoenix PSO. The IE sanction will start at 8:30am and finish at 4.00pm. The learner will have an isolated break and lunch from the rest of the school. Once the sanction has been completed a readmission meeting needs to take place. Details of the day, time and location of the meeting will be agreed by all parties. The meeting will involve parents/carers, the learner and school staff. During the meeting a brief summary of the meeting will be written and signed by all parties present. The learner may be placed on a monitoring card to monitor agreed targets. In addition, any learner placed in IE will be given an individual behaviour plan (IBP). If 2 IBP's have been completed then the learner be given a pastoral support plan (PSP)

Fixed Term Exclusion

The procedures for Internal and External Exclusion are very similar. Both involve a fixed term exclusion, yet one is completed at school and the other is completed off site at home. When an incident of extreme behaviour occurs warranting a Fixed Term Exclusion:

- PL/PSO/SLT/ investigate the incident, gathers witness statements and other appropriate/necessary information.
- The incident will be discussed but an exclusion can only be sanctioned by the Headteacher or Deputy.
- When the sanction has been determined, the PL/PSO contacts home, explains the incident and sanction, highlighting the number of days given and the appropriate process required to return to school.
- The Headteacher or Deputy Headteacher completes the appropriate exclusion-recording sheet and the incident is recorded on behaviour management.
- A letter will be sent to parents/carers from the Headteacher explaining the sanction with details of the readmission and copies forwarded to the LA.
- Work will be provided by the respective departments and collected and sent home by the PSO. Work must be provided for the period of exclusion.

Once the learner has completed the fixed term of external exclusion, a meeting must take place for the learner to be readmitted back into full time education.

The meeting will involve the parents/carers of the learner; the learner; Head Teacher or Deputy Headteacher/SLT member or PL/PSO and any additional outside agencies. Minutes of the meeting will be recorded and distributed to all present.

A Pastoral Support Plan 'PSP' **MUST** be completed on return from **ALL** fixed term exclusions and a review planned appropriately. If appropriate the school's Police liaison officer will meet with the learner to discuss the incident and its possible repercussions.

Smoking on School Premises

Bridgend County Borough Council does not allow the smoking of any nicotine substances on their premises. If any learner is caught smoking, including an electronic vapourised e-cigarette, on or near the school premises in uniform during the allocated school times the following will occur:

- The nicotine substance or VAPE will be confiscated
- Home will be contacted
- Anyone from home, providing they are over 18, is given the opportunity to collect the confiscated materials
- The learner will be given an after-school detention
- The school`s police liaison officer will speak with the learner, highlighting the consequences of their actions.

Smoking inside the School Building

For health and safety reasons If any learner is caught smoking, including an electronic vapourised e-cigarette inside the school building the following will occur;

- The nicotine substance or VAPE will be confiscated.
- Home will be contacted.
- Anyone from home, providing they are over 18, is given the opportunity to collect the confiscated materials.
- The learner will be given an internal exclusion
- A readmission meeting with parents will be convened
- The school`s police liaison officer, will speak with the learner, highlighting the consequences of their actions.

Substance / Alcohol Misuse

The use of drugs / alcohol can adversely affect the performance of individuals and consequently have an impact on their and others health and safety.

A drug or alcohol related situation is one where there is suspicion, disclosure or observation of the use of unauthorised drugs or the discovery of unauthorised drugs.

We do not allow anyone to be under the influence, in possession of or distributing alcohol / illegal drugs on the premises in accordance with the Misuse of Drugs Act 1971. Any suspected illegal drugs found, or confiscated, on premises will be disposed of appropriately.

The designated senior member of staff for drug related situations is the Headteacher or Deputy Headteacher.

If an incident of alcohol / drug related misuse occurs the school will carry out the following:

- Initial response and investigation
- Inform a senior colleague – who will guide the investigation, ensure written records are made and decide about any disposal
- Consider responses, including whether to contact police – including possible disposal and further searching
- Contact parents / carers
- Consider contacting chair of governors, LEA and other support services
- Consider sanctions / support needs of learner(s) involved

However, there are, we believe, different scenarios where drug related incidents are used and therefore each requires different procedures.

Under the Influence

- Learner will be searched for any illegal substances
- Involvement of the Police / Police Liaison Officer
- Meeting with parents/carers
- Fixed term Exclusion
- Re-admission meeting with the Deputy Headteacher/Pastoral Leader
- Incident recorded

In Possession of

- Meeting with parents/carers
- IE / Fixed term exclusion, depending on severity of incident
- Re-admission meeting with Deputy Headteacher/Pastoral Leader
- Involvement of the Police Liaison Officer
- A.S.B. referral issued depending on severity of incident.
- Incident recorded

Distributing / Dealing Illegal Substances

- Meeting with parent / carer
- Permanent Exclusion
- Discussion with the Police Liaison Officer
- A.S.B. referral issued
- Incident recorded
- Governors learner Disciplinary Panel meeting

Damage to School Property

Damage to school property can take various forms. It can be carried out in a variety of ways and executed in a manner when a learner is not in total self-control.

All damage to the school has consequences. The damaged area may need urgent repair and the equipment may need to be replaced, all at a monetary cost.

Unintentional damage

- Parental contact
- Learner to repair/clean area of concern
- After- school detention issued

Intentional damage

- Meet with parents to discuss and parents taken to see the damage
- Photograph taken for records
- Repayment for damage
- Learner to repair/clean area of concern
- ASB referral issued
- Discussion with Police Liaison Officer
- 1 or more days in IE

Inappropriate Language Used in School

We do not tolerate the use of inappropriate and unacceptable language. However, there are, we believe, different scenarios where various forms of bad language are used and therefore each require different procedures.

Inappropriate use of bad language around school among peers (outside the learning environment)

- Taken aside and explained about the inappropriate nature of the language.

Bad language used in the presence of staff (within the learning environment)

- Taken aside and explained about the inappropriate nature of the language.
- Home contacted
- After-school detention given
- Incident recorded on SIMS

Bad language used toward a member of staff

- Incident recorded on SIMS
- Home contacted
- IE sanction
- Readmission meeting with parents/carers
- Discussion with the Police Liaison Officer

Bad language with aggression used toward a member of staff

- Incident recorded on SIMS
- IE sanction
- Readmission meeting with parents/carers
- Discussion with the Police Liaison Officer
- A.S.B. referral issued