



## **Contents**

1. Introduction
2. Aims
3. Strategies and Monitoring
4. Rewards and Sanctions
5. Use of Restrictive Physical Intervention
6. Confiscation of inappropriate items (searching and screening)
7. Exclusions Protocol (Fixed Term)
8. Useful / related documents

# Scarborough Pupil Referral Service

## **1. Introduction**

Scarborough Pupil Referral Service (SPRS) encourages all pupils to take responsibility for their own actions both in and out of the school and to consider the impact upon these have on others. The service works in close partnership with pupils, parents, other schools and agencies in order to be effective and meet the needs of the pupils.

SPRS's behaviour policy has taken into account; The Education and Inspections Act 2006 and The DfE Behaviour and Discipline in Schools document, February 2014, Equality Act 2010 and the Safeguarding and Child Protection Policy.

The service works with pupils who have been permanently excluded or who are at the risk of permanent exclusion.

## **2. Aims**

The aim of SPRS behaviour policy:

- Creates a safe, structured and caring learning environment
- Acknowledges positive behaviours
- Challenges inappropriate behaviours
- Allows pupils to reflect on their behaviour
- supports pupils to make positive changes
- Celebrate positive choices and improvements in behaviour

## **3. Strategies and Monitoring**

SPRS promotes positive behaviour by all staff having high expectations of pupils and the encouragement of a fresh start where past behaviours can be left behind. Staff receive suitable training and are well-equipped to understand pupils' social, emotional and learning needs. Staff work to make and maintain positive relationships with pupils at all times. The emphasis at all times is on preventing and changing negative behaviours. Pupils are also explicitly taught how to make more positive behaviour choices.

SPRS record and monitor behaviours on a session by session basis throughout the school day including break, lunch and tutor periods. Pupils are given points at the start of each session and must follow the core rules to keep them. Behaviour is addressed in a low key way throughout the day. Positive behaviour will be noticed, acknowledged and rewarded. Pupils' efforts and achievements will be recognised via various reward systems and celebrations. Negative behaviour is addressed, recorded with suitable consequences put in place.

SPRS has four core rules

- Follow Instructions
- Keep hands feet and objects to yourself
- Speak appropriately
- Always try your best

Parents will be informed of the school expectations before pupils enrol and will receive a copy of the school's behaviour and discipline policy. All parents and pupils will be asked to sign a home school agreement at an initial meeting.

## **4. Rewards and Sanctions**

Through the points system a number of rewards can be earned.

- Lesson by lesson – Pupils aim to maintain an average of 80% or higher. They can also be awarded a merit for an outstanding achievement which is entered into a weekly merit draw.
- Daily - Pupils who maintain an average of 80% or higher leave at 2pm
- Weekly – Pupils who maintain an average of 80% or higher and have attended for at least 80% of the week have the opportunity to take part in High Pass activities on Friday morning. These activities replace two lessons and are chosen by the pupils in each key stage.
- Pupils are also awarded credits for achieving high percentages. 95%-100% earns 5 credits; 90%-94% earns 3 credits; 85%-90% earns 1 credit. Credits are worth 25 pence each and can be used to order items through school. Certificates are awarded to credit earners in a weekly reward meeting. The merit draw is also taken during the reward meeting with the winner being awarded 5 extra credits.
- Half termly – Pupils who maintain an average of 80% of their points and their attendance earn the right to go on a high pass reward trip. Venues are chosen by pupils via the student council.

The points system also informs sanctions.

- Lesson by lesson – Removal of points for inappropriate behaviour
- Daily – Pupils who have not achieved the 80% target must stay for catch-up lesson 2-3pm
- Points are awarded for the catch up sessions which count towards the average total for the next day.
- Staff may also place a pupil into a catch up session if they feel that it is necessary for the pupil to maintain their progress or because of a serious behaviour incident in their lesson.
- Weekly – Pupils who have not maintained the 80% target will spend lessons 3 and 4 catching up with work missed during the week or, if complete, work which extends their learning.
- Half termly – Pupils who have not maintained the 80% target stay in the centre during high pass reward trips.

## **5. Use of Restrictive Physical Intervention**

SPRS works in line with the DFE's guidance on the use of reasonable force as set out in the document

<https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>

All staff must read the above document and adhere to this.

## Scarborough Pupil Referral Service

At least two members of staff are trained by SecuriCare to train other staff on the use of RPI. Professional training is provided by a recognised training provider (SecuriCare) for all staff in order to operate this policy.

### **6. Confiscation of inappropriate items (searching and screening)**

All staff have the powers to confiscate, retain or dispose of a pupil's property as a punishment, so long as it is reasonable in the circumstances.

The power to search without consent for "prohibited items" includes:

- Knives and weapons
- Alcohol
- Illegal drugs
- Stolen items
- Tobacco and cigarette papers
- 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 head teacher which has been identified in the rules as an item which may be searched for.

Weapons and knives and extreme or child pornography must be handed to the Police in all cases, it is for the Head Teacher to decide if and when to return a confiscated item.

### **7. Exclusions Protocol (Fixed Term)**

In situations of utmost seriousness, fixed term exclusions may be considered.

This is a chance to enable the pupil to make a fresh start rather than a sanction in itself. Fixed term exclusions may be used where a pupil's behaviour has exceeded the normal sanctions and the incident is so serious that an extended period of isolation is not deemed appropriate. This must be treated as fixed term exclusion.

Any exclusion must be the decision of the headteacher or the assistant headteacher in their absence.

The law allows head teachers to exclude a pupil for up to 45 days in a school year. However, individual exclusions should be for the shortest time necessary. In all cases, work should be set in line with that of the pupils in school.

### **8. Useful / related documents**

- Attendance Policy
- Anti-bullying and Harassment policy
- Safeguarding and Child Protection policy and guidance
- DfE guidance, Behaviour and Discipline in Schools, February 2014
- Screening, Searching and Confiscation – Advice for Head Teachers, Staff and Governing Bodies
- <https://www.gov.uk/government/publications/use-of-reasonable-force-in-schools>