



St Hugh's School

Behaviour Policy

## ST HUGH'S BEHAVIOUR POLICY

"The most effective schools seem to be those which have created a positive atmosphere based on a sense of community and shared values" - Elton Report.

At St Hugh's School we believe in creating a positive environment for children to live and learn in and where staff interact positively with children.

### The Purpose of the Policy

The purpose of a Behaviour Policy is to improve and maintain acceptable behaviour. It is a point of reference which can be used by staff to establish and implement a solution-focused approach to positive, child-centred behaviour management and clear systems of rewards and sanctions, **relevant to the individual**, enabling them to create a safe and inclusive learning environment.

In implementing the Behaviour Policy we must be clear that each student is valued and that it is the anti-social behaviour being addressed and not the student.

Hence we start from a perspective that respects the child's rights and that staff should work positively and confidently with children and find the least intrusive way possible to support, empower and keep children safe. In order to do this at St Hugh's we believe that the following points are paramount to this:

- building relationships of trust and understanding
- understanding triggers and finding solutions
- if incidents do occur, defusing the situation and/or distracting the child wherever possible

### Introduction

Reducing challenging/non-compliant behaviour is a realistic concept, eliminating it completely is not. Children have a need to discover where the boundaries of acceptable behaviour lie and it is natural for some to test them. It is vital for these boundaries to be clearly established and the school's response to be consistent, so that the students are not in any doubt as to what is and what is not acceptable behaviour. **It must be understood that our students do not enter the education system from the position of a level playing field and as there is no baseline assessment of previous and present life experiences and living conditions, will therefore need to be treated as individuals.** We believe that we will reduce challenging behaviour by promoting positive attitudes, with members of the school community adhering to a sensible and fully understood code of conduct.

At St Hugh's we aim to provide a safe, happy and stimulating environment where each child is able to reach his/her potential.

At St Hugh's we aim to promote an ethos of inclusive practice by striving to ensure that:

- everyone is made to feel welcome.
- students help each other and feel that their views are valued.
- staff collaborate with each other.
- staff and students treat each other with respect.
- there is a partnership between staff, parents and governors.
- local communities and relevant educational establishments are involved with the school.

## Our Strategies for Promoting a Positive and Inclusive Ethos

In order to give the students a sense of belonging, it is important to provide a warm, friendly environment, which students regard as their own. Those with limited literacy / communication skills have the security of accessing information by the use of symbols or pictures and photographs supporting the written word. Individual timetables and workstations are provided in some cases to aid independence and foster increasingly higher levels of concentration.

Representatives from each team are elected annually to serve on the School Council to provide a democratic sounding board for individual views.

Personal, Health and Social Education is timetabled weekly, during which students are taught to develop self-esteem, self-control and social skills, including the use of appropriate self-expression and anger-management.

Each team displays guidance on appropriate and acceptable behaviour - negotiated with the students in line with the IIP guidelines (Investors in Pupils) at the beginning of the year. The rules are worded positively and should be referred to frequently by staff to promote and reinforce good behaviour.

Students have their own team Notice Board, on which they can display appropriate material of their own choosing.

Guidance for good behaviour at Break and Lunchtimes are also displayed and appropriate rewards given (lunchtime merits, Good table manners award, and birthday table) Year 11 students have the facility of a social common room in which they are trusted to spend breaks in a sensible manner.

Tangible rewards are earned for efforts to maintain and improve good behaviour in the form of positive verbal praise, stickers, merits, certificates, subject praise postcards, dip in the tin, reading buses out at the end of the day and a choice of activities for allocated reward time for some students. Teaching staff and others working with our students should ensure that every effort is made to maintain a sense of dignity and self-respect.

On a termly basis rewards are implemented for the termly attendance draw, behaviour draw and Reading awards for reading that is completed at home, by students, these are awarded in full celebration assemblies at the end of a term.

### **Promoting Acceptable Behaviour**

To promote a solution-focused approach, promoting acceptable behaviour, staff should seek to:

- devise a child centred carefully differentiated curriculum
- consider the pace of lessons and the appropriateness of materials
- provide a range of exciting and worthwhile rewards for good behaviour
- deliver active, practical lessons whenever possible, making good use of expertise and creativity
- analyse their practices, seeing differences as opportunities for learning - students who do not "fit in" can be accommodated and made to feel accepted

- scrutinise barriers to participation, taking care that the 'messages' given suggest that students' views are valued
- have realistic expectations of each pupil - some may need short periods of suitably differentiated work/personalised programmes followed by a diversion or negotiated reward in order to avoid confrontation
- recognise potential disruption and aim to 'head it off' by using de-escalation techniques such as skilful positive comments, humour or change of position
- develop a language of practice, sharing common educational values, referring and collaborating with each other in a non-judgemental way, spending time in each other's classrooms and discussing handling strategies.
- be fully aware of the strategies for a child having a Personal Handling Plan, in order to provide every possible means of support

### **The purpose of education is to:**

- disseminate knowledge and teach learning skills
- teach practical skills
- create a common cultural heritage and aesthetic/spiritual awareness (SMSC, Modern Britain agenda)
- foster political awareness, parenting skills and an understanding of meritocracy
- promote social skills, showing tolerance towards others and demonstrating how to contribute to society
- meet the needs of employers (WRL)
- help people to behave acceptably and act within basic laws, realising the consequences of their own actions

### **Students 'opting out'**

For students with behavioural difficulties, educating their behaviour is as important, or more so, than educating the academic. People behave anti-socially for a variety of reasons including:-

- lack of understanding
- personal well-being (eg hunger, discomfort)
- boredom
- retaliation
- frustration
- not sharing school goals, aspirations or values
- not seeing the relevance
- not getting anything out of it
- being totally preoccupied with complex family or personal / mental health problems
- **Medical / mental issues**

### **Addressing the issues**

Some of the issues can be addressed at a system level by tracking and monitoring their absences to identify patterns in behaviour which can then be addressed through:

- modifying curriculum and delivery
- getting policies right
- changing staff attitudes
- consulting with and accommodating student opinions
- realigning perceptions of how we are preparing our students for adult life

- contacting outside agencies
- working closely with parents/carers
- bespoke intervention plans to address individual needs
- Individualised risk assessments which address the students specific needs and handling
- Updating staff skillset with regular CPD e.g. SEMH, mental health awareness and issues associated with this

### The Challenge

Having addressed all these possible issues and implemented the above strategies, there will still be a small number of students who will not be accommodated by the system.

These fall into two rough categories;

- those whose behaviour is consistent, logical and understandable by their background values
- those who are not generally able to control their behaviour.

Various support agencies are contacted and the Parents/Carers are asked to attend a formal meeting (EH, CIN, CP meetings) which could also include the Social Worker, Educational Psychologist or other relevant contact. A Personal Handling Plan/Management Plan is agreed and reviewed after a specified period of time.

After exploring every possible avenue of support for the child and the family, then the Head Teacher needs to decide, along with all those involved with the child, the best course of action. It is important that detailed records of behaviour are kept as evidence to support any decision made. As a last resort, permanent exclusion is decided upon, based on formal guidelines given by the Government and with the approval of the Chair of Governors of the school. The Authority Education Officers are involved in this procedure and are responsible for the subsequent arrangements for the education of the child.

<b>Positive 'Crisis' Behavioural Management Strategies</b>
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'Staff need to know what they are expected to do when faced with a control loss situation, where diffusion and de-escalation skills have not worked and where the child is likely to attack them, or another child, or self-injure or seriously damage property. Whilst the school does not have a 'zero tolerance' approach and restraint is permissible, our starting point should always be the rights, needs and safety of the child (and other children and adults present).

They can use techniques and methods that are supported by the Co-ordinators and that provide the minimum possible risk of injury to both staff and children'. (See Team-Teach Approach document)

Most staff at St Hugh's have been involved in some form of training involving Restraint Procedures.

Regular updates/team teach training is regularly visited throughout the year to keep staff training up to date. As a school we review the use of any restrictions on children's movement and/or intrusive observations. This helps us to understand whether this was the best and/or only way to support this child and keep them safe. Furthermore, as staff we need to know what else has been tried, that the practice is kept under review and that steps are taken to find/move to a less restrictive approach wherever possible, as in many circumstances, a child's

needs change over time. Therefore, as practitioners we need to recognise and think about what the least possible restrictions are to keep a child safe.

Restraint is permissible. There will be times when staff feel that they need to intervene physically to keep children safe (or to keep staff safe). We expect staff that are trained to be skilled and confident in finding the best ways to keep children safe; ways that promote their rights, respect their dignity and help equip them for the future.

Due to the volatile nature of some students it may be necessary, in the absolute last resort for staff to use **Restrictive Physical Intervention** to ensure the safety of the student, if needed staff are to escort, guide or hold them to a designated safe place. If staff feel capable and confident with these procedures they may need to use the techniques taught to help the child to regain composure and reduce the risk of harm.

Staff are expected to:

- Be aware of the volatile nature of some students, where it may be necessary in the absolute last resort to use positive physical intervention and follow an individual behaviour/handling plan
- Feel capable and confident with procedures as they may need to use the techniques taught to help the child to regain composure and reduce the risk of harm. The message behind the intervention should be, 'I care enough about you not to let you be out of control'

Appropriate numbers of staff are allocated to exceptional students, to ensure safety for everyone.

A member of staff usually requires support, space, reassurance and guidance following a physical restraint or violent occurrence and incidents are carefully logged to protect everyone involved. All recording is then scrutinised by a senior leader who will sign the log ensuring such incidents have been dealt with appropriately.

All restraints should be logged (on a "pinky") and put in the Restraint File in the office and a detailed account written on a Restraint Form (See Appendices). Parents / carers must be contacted and the details of the conversation attached to the log (pinky).

When staff are evaluating a restraint or a restriction of liberty, the legislation requires staff to consider:

- was this action legal and necessary - for example, was this action taken to prevent a child injuring themselves or someone else or causing serious harm to property or in a school to maintain good order and discipline?
- could this action be considered as 'reasonable' in this particular circumstance? Was it the minimum force necessary? Was it proportionate?

At St Hugh's we believe strongly that a "restraint" used as a force as a punishment is always unlawful to use.

A restraint will always be used as a last resort, as staff are highly skilled in finding better solutions to challenges that they face. As a school we are very aware of the emotional impact that incidents can have on children, including long-term, adverse effects on their mental health.

Any incidents that involve the intentional use of equipment to physically restrict children with or without staff being physically present (e.g. safe space beds, a wheelchair, reins or a safety harness or a seatbelt), will be viewed seriously and investigated thoroughly, following school protocols and procedures.

### **Code of Conduct for students**

The ethos of the school is encompassed in the Code of Conduct which is displayed in each Classroom. (See appendices)

We encourage students to make every attempt to follow common sense rules which will result in students being rewarded by stickers, tick charts, merits and chosen activities - non-uniform for most students on a Friday.

Students not earning all of their reward minutes are required to make up the work they have missed.

For some students periods of internal exclusion on the school premises may be a course of action to adopt, or an external exclusion to another identified establishment within the authority.

### **Classroom Expectations**

Team rules are negotiated and shared with all staff each year and displayed with accompanying symbols. All staff working with the team should be aware of these and follow them to ensure continuity. Students should be encouraged and reminded to behave in an acceptable manner so that teaching and learning can take place.

It must be remembered that St Hugh's is a Special School and that the students have been deemed unable to cope with a mainstream curriculum for the present, therefore the content and length of lessons and activities should vary according to the needs of the student. Some students will need very short tasks well within their capability, followed by a change of activity. Others may require the facility of a quiet workstation, void of distractions, at which they perform set tasks with the aid of a visual timetable or adult supervision.

Ordinary day-to-day behavioural problems are dealt with as they arise and students are given the necessary encouragement to follow a gentle reminder..

Sometimes, ensuring that the physical environment for children is safe and secure and protects them from harm or the risk of harm, may result in the restriction of the child's liberty of movement. At St Hugh's "children do not have their liberty unnecessarily restricted". St Hugh's employees have a legal duty of care and there may be rare occasions where a course of action is taken to support a challenging young person by guiding them into a safe space or quiet room, to ensure the challenge is kept to a minimum.

Use of time out, isolation, chill out, or single separation may suggest that a child has had their liberty restricted. Locking a door is only one method of preventing someone from leaving a room. Other methods, including leaving alone a disabled child who cannot move independently or a real and/or perceived threat to the child, can equally be a restriction. On some occasions, a child may find that time on their own is a positive intervention at times of distress, but these interventions should be used sparingly and the situation must be managed sensitively. At St Hugh's we refrain from this restriction and only in exceptional cases it be used. Time out for

students can be planned ensuring they have a method to leave the room. Any use of isolation that prevents a child from leaving a room of their own free will should only be considered in exceptional circumstances and if it reduces the risk presented by the child to themselves and others. The school will also ensure the health and safety of pupils and any requirements in relation to safeguarding and pupil welfare. Isolation will be used as a means of giving a child a place of safety. If this approach is used then it is documented through the use of a 'pinkie and all recording processes for this system are followed.

A Personal Handling Plan is devised for students where normal classroom procedures are not working; this is then shared with parents for approval. The views of Parents and other agencies (involved with the student) are discussed when strategies and support systems are being implemented. These are circulated to all staff teaching the class regularly and supply staff are made aware of them. The PHP indicates how these particular students can be helped to take part in the lessons to which they are entitled and every effort should be made to follow them. It must be remembered that some disabilities are less sympathetically considered than others. Therefore students with emotional/behavioural difficulties and autistic spectrum disorders are as equally entitled to receive a modified curriculum as someone with a hearing loss or any other physical or learning disability and their needs must be catered for accordingly.

In some cases the behaviour exhibited by an individual may be the direct result of sensory or anxiety issues. Staff are trained to assess each child on an individual basis, having the knowledge of the child's predominant needs, history, likes and dislikes, in order that the correct cause of action can be taken to support the individual when they are experiencing distress. For some students this may result in personalised plans / programmes / risk assessments to support their specific needs. This is in conjunction with teaching and allowing students to develop their independence and risk take, in order that they may learn how to make the correct choices.

Sometimes staff will seek occupational therapy oversight and training, to make children's lives more comfortable. Sensory rooms and tents can offer some children really positive experiences. Specially adapted wheelchairs and seats provide postural support that improves children's inclusion in their surroundings. Weighted belts and limb bands can help children to move around their environment more confidently. Weighted blankets and quilts can help children to block out unwanted sensory information and feel more secure.

If and when this kind of equipment is used, staff should take account of how well they know and use the child's occupational therapy programme and how children are able to contribute to any review of that plan. For children who are using any kind of additional equipment staff should constantly observe the child for signs of distress, and take prompt action to alleviate their discomfort. If children cannot easily leave, or are being actively discouraged by staff from leaving equipment such as sensory rooms or tents, it could become a restriction.

In extreme and challenging circumstances the school may adopt a policy that allows disruptive pupils to be placed in isolation away from other pupils for a limited period. As with other disciplinary penalties, the school will act lawfully, reasonably and proportionately in all cases. Any separate room should only be used when it is in the best interests of the child and other pupils.

### **Breaktime expectations**

Students to be reminded to:

- go to toilet before break
- walk onto the playground with the teacher/teaching assistant
- respect others when playing games and keep their hands and feet to themselves
- refer problems to staff
- line up sensibly in their teambases and wait for staff to arrive to escort them in.
- walk into school sensibly (Staff to ensure prompt arrival onto playground to meet the class and walk in with them)

All of our students are encouraged to interact in a socially acceptable manner. This is a skill which needs to be taught, the same as any other, therefore staff on duty need to involve themselves actively in games and activities, which will foster positive relationships and include isolated individuals needing friendship and enjoyment. Some students find large, active groups difficult to deal with and need personal space on the perimeter of the yard in order to remain calm. Staff may attempt to involve them but must also respect their personal choice.

All students are expected to spend their breaks in an age-appropriate manner, although many of them still need guidance and direction on how to interact with their peers.

Incidents of any bullying on the playground are regarded as serious and are recorded on an incident sheet. Again, some students may need separate arrangements.

Year 11 students have the facility of a social room (if they choose), in which they are entrusted to spend breaks in a sensible manner.

Students displaying unacceptable behaviour on the playground will be withdrawn from the yard and picked up by SLT to reflect on their actions and, when calm, discuss alternative ways of behaving / reacting.

### **Lunchtime Behaviour**

Lunchtime Teaching Assistants are expected to read the student update book when they arrive for duty, to familiarise themselves with any issues involving students, that have been reported by teambase staff. All students are expected to behave respectfully towards Lunchtime Teaching Assistants, who will encourage them to speak quietly at the table and show good manners.

All LTA's follow the school behaviour policy /procedures at lunchtime. Any issues of behaviour are reported to the TA4 in charge of lunchtime or recorded on a white slip and handed to teambase teachers.

KS3 students have their lunch in the first sitting, after eating, students are directed to leave the table and join a lunchtime club or out onto the yard.

KS4 have lessons which run over the lunch period; however KS3 are directed to lunch clubs of their choice, each term students choose a different club.

A separate sanction system is in place, which compliments the daily school procedures:

- there is a student consequence log (Ref: white student consequence log), which is filled in by the supervisor and passed to the team teacher if an incident cannot be resolved satisfactory

- this incident form is to be put into the team teachers' tray, in the classroom
- under no circumstances must the pastoral teacher be distracted from their lesson or get involved with a lengthy dialogue with the mid-day supervisors, after lunch has ended
- **members of the senior management team are available** in emergencies. Incidents at lunch are recorded on the same consequence log used by teaching staff and are logged in the office in the same manner as mentioned previously

### **Peer-on-peer abuse allegations**

All staff should be aware safeguarding issues can manifest themselves via peer-on-peer abuse. This is most likely to include, but not limited to: bullying (including cyber-bullying), gender-based violence/sexual assaults and sexting.

Staff should be clear as to the school's policy and procedures with regards to peer-on-peer abuse. (Keeping Children Safe in Education, in September 2016.)

### **Allegations of abuse made against other pupils**

**At St Hugh's** we recognise that children are capable of abusing their peers. Abuse will never be tolerated or passed off as "banter" or "part of growing up".

Most cases of pupils hurting other pupils will be dealt with under our school's behaviour policy, but this child protection and safeguarding policy will apply to any allegations that raise safeguarding concerns. This might include where the alleged behaviour:

- Is serious, and potentially a criminal offence
- Could put pupils in the school at risk
- Is violent
- Involves pupils being forced to use drugs or alcohol
- Involves sexual exploitation or sexual abuse, such as indecent exposure, sexual assault, or sexually inappropriate pictures or videos (including sexting),

(see also Child Protection policy, Anti Bullying policy, E-Safety Policy)

### **In order to minimise the risk of peer-on-peer **abuse** we should :**

- Challenge any form of derogatory or sexualised language or behaviour
- Be vigilant to issues that particularly affect different genders - for example, sexualised or aggressive touching or grabbing towards female pupils, and initiation or hazing type violence with respect to boys
- Ensure our curriculum helps to educate pupils about appropriate behaviour and consent
- Ensure pupils know they can talk to staff confidentially
- Ensure staff are trained to understand that a pupil harming a peer could be a sign that the child is being abused themselves

### **Behaviour on school transport**

(See LA Code of Conduct for Behaviour on School Transport)

- Parents and students sign an agreement on induction into school on acceptable standards of behaviour on minibuses and taxis.
- A member of staff is on duty am and pm to monitor behaviour and support the transport escorts. If students are not behaving in an appropriate manner, parents are informed via transport and in some cases a Bus Behaviour Report chart is set up to record progress (via the transport department in conjunction with discussions with school staff).

- The Head Teacher/SLT meet regularly with **representatives from** transport to discuss any potential challenges and work collaboratively to problem solve issues.

### **Home/School Agreement**

(See Home/School Policy)

The role of the parents/carer is considered to be most crucial and influential to the well-being/behaviour of our students. Parents/carers are consulted at every step of the development of a student's behaviour management/progress, via phone calls/home/school diary/individual meetings. (See Annual Review Parent Advice Sheet, Individual Behaviour Plans and Individual Education Plans.)

Parents are also asked from time to time to complete a questionnaire regarding their opinions about the school.

We hope that parents will:

- be involved and support us in helping to meet our school aims.
- feel confident that everything is being done for their child to make sure that they are happy and safe at school.
- be informed about and fully involved in every aspect of their child's school life.
- attend Parents' Meetings and to be aware of their entitlement to be either nominated as a Parent Governor or volunteer to be on the committee of 'Friends Of St Hugh's'
- feel welcome at FOSH events or volunteer to help in school (subject to the usual DBS vetting procedure).

Given that many of our parents have difficulties with transport, every effort will be made to enable them to attend meetings.

Home/School books, Journals and general information are regularly sent home and reply slips signed by parents are recorded and/or filed.

### **Role of the Head Teacher and Deputy/Assistant Head Teachers**

The ethos of the school is influenced firstly by the Head Teacher, who gives a clear sense of direction and transmits high expectations to staff and students, promoting positive behaviour by supporting staff with pupil rewards and sanctions, making it clear to the school community what is expected of them.

The Head Teacher and Senior Leadership Team are responsible for implementing overseeing and monitoring the positive behaviour systems linked to the curriculum and to the targets set in the School Improvement Plan.

They ensure regular analysis of non-compliant behaviour and review of procedures/plans/curriculum delivery for students needing a revised PHP and specify criteria and responsibilities for referral to support services. SLT meet termly with representatives of the governing body to present an overview of behaviour/supporting strategies (whole school) in a Behaviour Sub-committee meeting, where any issues are discussed and the school is practice is scrutinised with regards to the strategies currently being used to ensure practice is consistent and relevant.

They establish support for teachers including Health & Safety issues and counselling following violence/restraint of students and implement a comprehensive training package to enable staff to be aware and keep abreast of new initiatives in behaviour management, ensuring that the appropriate guidelines are followed when, as a result of an incident of a more serious nature, a student is excluded. (See Government / LA guidelines).

### **Searching**

School staff can search a pupil for any item if the pupil agrees, Head Teachers and staff authorised by them 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
- 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).

Headteachers and authorised 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.

### **Confiscation**

• 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. Schools' obligations under the European Convention on Human Rights.

### **The role of the Teambase teacher and Support Staff**

- From the moment a student joins our school community, the Teambase Teacher is responsible for promoting, rewarding and recording good behaviour and keeping a keen eye on personal relationships with adults and peers.
- After every school holiday the Teambase teacher reminds the students of the Code of Behaviour expected and of the rewards for good behaviour.
- Every 12 weeks each child has an individual session with the teacher to share Personal and Social issues and set targets on a Personal Achievement Plan pro forma which is shared with parents in the EHCP reviews.
- Support staff log incidents and keep merit reward systems up to date.
- Each class has a weekly PSHE/Circle Time session during which time is given to teach appropriate personal and group behaviour (discuss thought of the week)
- The Teambase Teacher regularly informs colleagues of concerns and support strategies at morning updates.

- Careful logging of areas of concern and parental/agency contacts are vital to protect the interests and well-being of the child and members of staff and the Child Protection Co-ordinator and Co-ordinators are informed immediately of CP issues.
- The Teambase Teacher is responsible for providing a stimulating, caring environment for students and ensuring that a **POSITIVE** ethos prevails.
- Support staff to encourage and promote these positive values providing consistency between teams and subjects, whilst allowing for individual teaching styles across the school.
- More information for new TA's can be found in the teaching assistant induction booklet/ new staff induction process.

### The involvement of support services

Should a student be in need of outside support, contact is made with:

- **Education Inclusion Service** - in circumstances relating to home/parental support issues
- Educational Psychologist - relating to Educational/Learning/Behavioural modification programmes
- Clinical Psychologist - relating to issues of mental health and strategies to support students
- ISDC Independent Service for Disabled Children - if students and/or their parents need particular help with problems of a learning disability or mental health issues
- The school Paediatrician who runs weekly clinics at the school to monitor health and developmental issues. (Staff refer students to the doctor as necessary)
- Speech Therapy for Communication difficulties
- A trained Counsellor (play therapist) who is employed to work with some adolescents experiencing difficulties with self-esteem
- Community police - re issues regarding Public safety and the Law. (PCSO)
- **Art/Drumming/Gardening therapy** - to support self-esteem/anger issues
- Life Coach - to help students focus on solution focussed approaches to issues they may be facing and long term goals
- Horse Therapy - to support students with communication/confidence issues
- **Forest School - an alternative learning programme working on skills of tolerance, co-operation & teamwork - no longer do!!**
- Clinical Psychologist - to offer bespoke programmes of support to children who have issues relating to significant trauma, when identified and commissioned by health

### Tackling Bullying, Racism, Sexism

(See LA Guidelines and Policies and PSHE Schemes of work, Anti Bullying Policy)

Bullying is: 'deliberate and hurtful behaviour which is repeated often over a period of time. It is difficult for those being bullied to defend themselves'.

Bullying can take many forms:

- physical - hitting, kicking, pushing, inappropriate touching, taking belongings
- verbal - name calling, insulting, racist or sexist/homophobic remarks
- indirect - spreading unkind stories, excluding someone from social groups, gestures
- cyber - use of electronic devices to send messages/images
- homophobic - making comments about a persons sexual preference

Bullying at St Hugh's will not be tolerated and parents/carers will be informed by letter should any incidents occur. Contact with the LA's Anti-bullying Team will be made as necessary, to provide support and advice to both staff and students. All Staff are vigilant in detecting incidents of bullying. These are recorded on a white 'Incident' sheet and passed to Senior staff who monitor the behaviour. These records are filed in the Students' personal files. Positive reward systems are introduced to modify the bullying behaviour and interim measures taken to avoid confrontation/opportunities e.g. separate breaks, alternative activities (see Anti Bullying Policy).

**PSHE Sessions** are timetabled to take place in all classes in KS3/KS4 and **KS5** these involve team-building and positive strategies for increasing self-esteem, understanding and building relationships, accepting differences, tolerance towards others and developing student's emotional literacy.

### **Role of Governors/LA**

The role of *Governors* at St Hugh's is to oversee and be supportive to the management of behaviour in school. They are responsible for the Health and Safety of the Students and Employees in the school and for monitoring the targets set out in the School Development Plan.

They will be fully informed of matters concerning behaviour, being able to take a full and active role in ensuring that this Policy is effectively implemented.

The Chair of *Governors* is responsible for liaison with the Head teacher on matters of an urgent nature, such as exclusions and strict guidelines are in place to be followed in these cases.

The LA is responsible for;

- providing information and advice to schools on legislation and national policies
- guidance and training on Child Protection
- training and support for Staff and Governors
- training and guidance on PAP's, PHPs and Curriculum
- implementing recommendations on Annual Reviews / Education Health Care Plans and other statutory responsibilities
- the provision of support services eg **EIS**, Ed Psych, Pupil Referral Units, Behaviour Support Service, CTLD and School Medical Services.
- advice and support on matters of an extreme nature, by the SEN officers
- Health and Safety in schools and other settings.
- Supporting financial requests for students requiring extra support for a personalised Curriculum programme

### **Conclusion**

Everyone involved in the life of St Hugh's School should take responsibility for behaviour management by being supportive of one another, providing positive role models and by a clear understanding that we disapprove of the unacceptable behaviour but **not** the child. Our starting point when dealing with any challenging behaviour is always about the child and their experiences

St Hugh's has developed strategies and policies that make the education process all-inclusive. In all cases, the focus of our attention is on the rationale for the intervention (physical or restriction) and the impact of the post-incident review - that is, the experience of the child and the extent to which both staff and children experience a restorative approach following any incident, hence the school continues to reflect on and challenge our own practice.

If staff, students, parents and those involved with the school feel completely at home with the ethos of our environment, then we will have played an important part in raising each child's self-esteem, self-worth and preparing our young people for inclusion into society.