



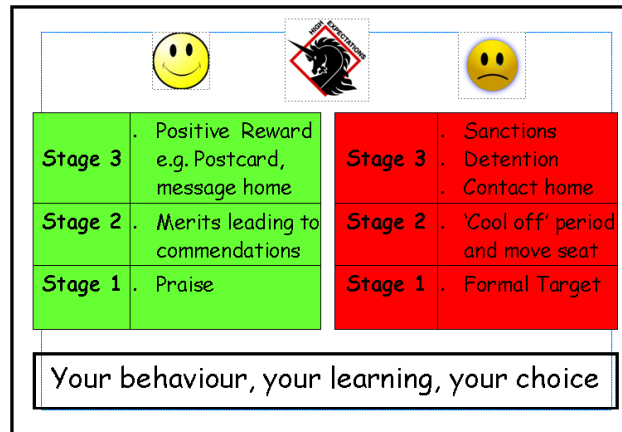
## Wombwell High School Behaviour Policy



### The aim of our behaviour policy is:

- To raise student attainment by ensuring all students are responsible for delivering outstanding behaviour in lessons

### Behaviour in Lessons:



- **Students will be rewarded for achievements in lessons by teachers following the stages in the rewards ladder**
  1. Praise
  2. Merits (with 10 merits earning a commendation)
  3. Staff adding achievements to SIMS and emailing home using SIMS In Touch
- **Students with outstanding effort will benefit from our Form Incentive Scheme, Effort Ranking Awards and End of Year Trips, Celebration Assemblies, etc.**
- Students' negative behaviour will be responded to using the sanctions ladder
  1. Formal warning
  2. A 2 minute maximum cool down period outside the class and moving seats on return
  3. Sanctions Room.

Staff can also keep students in the classroom for 10 minutes at break, lunch or after school as a sanction

- Any student sent to the sanctions room will trigger an immediate email sent by the teacher to [whssanction@wombwell.org](mailto:whssanction@wombwell.org) naming the student. This will need to be recorded as a behaviour incident through SIMS In Touch by lunchtime for morning lessons and by 3.10pm for afternoon lessons by the teacher
- If a student fails to act on a staff direction to go the sanctions room, then the Inclusion Centre should be immediately contacted by phone/email to remove the student
- A student sent to sanctions will receive a letter home and have to report to their teacher at the end of that lesson. Failing to apologise to a teacher or not returning to lesson will result in a detention which will be organised by the teacher emailing the Inclusion Centre



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### Behaviour around school:

- All staff are responsible for monitoring and acting to maintain high expectations of appearance and behaviour from students
- Any students involved in bullying or reporting bullying will be dealt with or passed personally to a member of the Inclusion team immediately, with the member of staff following this with an email to the Inclusion Centre
- Any mobile phones, games consoles or energy drinks seen by staff must be confiscated and given to the General Office

### Extreme behaviour incidents:

- Extreme behaviour including racist comments, swearing, violence, smoking (at school or travelling to/from school), missing Head teacher's detention or breaking Sanction Room rules are likely to result in a Fixed Term Exclusion
- Staff can physically make contact with students in order to protect themselves, the student or other students from harm
- Any extreme behaviour incident requiring support from the Inclusion Centre will require a member of staff to make a phone call/email to the Inclusion Centre and a follow up email being sent to outline the incident by lunchtime for morning lessons and by 3.10pm for afternoon lessons

### Punctuality:

- **Students will be rewarded for 100% attendance with termly certificates, honour board places and letters home**
- Students arriving later than 8.40am without permission are to be recorded late on SIMS and given a 10 minute detention by their tutor that day. Failure to attend the detention will result in a full detention
- Students arriving later than 5 minutes after the start of a lesson without permission are to be recorded late on SIMS and be given a 10 minute detention by their class teacher that day. Failure to attend the detention will result in a HOD detention

### Uniform:

- Form tutors will inform the Inclusion Team by email of any students not in correct uniform, students will then be sent home to change or their parents invited in with the correct uniform

### Parental contact:

- Inclusion Managers will always be the first point of contact for parents contacting school by phone or in person. Inclusion Managers will usually contact home about all school matters but staff can contact parents themselves regarding positive and negative behaviour, homework etc. if they so wish

### Detentions:

- Detentions last 40 minutes and can take place on the same day issued if parents approve by email or phone. Otherwise, the detention will take place the next day, with the student responsible for informing their parents. The teacher will issue a detention sheet
- Any student missing a detention will receive a Head of Department detention within the following week
- Any student missing a Head of Department's detention will receive a letter home and a Head teacher's detention which will take place for 1 hour after school
- Missing a Head teacher's detention will usually result in an exclusion