



**PRESTON MUSLIM GIRLS**  
— HIGH SCHOOL —

Education with Patience Modesty Gratitude Humility Sincerity

## **Behaviour for Learning Policy**

**RATIFIED BY THE FULL GB – September 2016**

**REVIEW DATE – September 2017**

HoF = Head of Faculty  
PCO = Pastoral Care Officer  
SLT = Senior Leadership Team

## **Rewards and consequences**

Actions pupils choose will have consequences. Good choices will result in praise and rewards: poor choices will result in consequences.

## **What are the purposes of the Behaviour for Learning policy?**

To improve standards of behaviour in the learning environment and eradicate 'Low Level Disruption'. The following factors also apply:

- To encourage pupils to take responsibility for their own actions
- To communicate to pupils what good behaviour means
- To use constant positive reinforcement in the pursuit of high standards of work and behaviour
- To reduce the number of incidents of negative behaviour
- To provide a clear set of rewards and sanctions which all pupils, parents/carers and staff understand

## **Rewards**

PMGHS rewards system recognises pupils who make the right choices. Achievement points are awarded to pupils for going above and beyond basic expectations.

## **Achievement Points**

Pupils will automatically enter PMGHS reward programme by accumulating achievement points. All achievement points will be recorded on SIMs. If pupils do not receive behaviour points they should automatically receive an achievement point. Achievement points may be given out by staff for various reasons. The following are to name a few:

- Outstanding independent work in class or at home
- Outstanding effort/contribution in lessons
- Being consistently on task throughout lessons
- Outstanding presentation of work/oneself
- Contribution to whole school events
- Representing Preston Muslim Girls High School in a positive light
- Consistently being on time, having equipment and correct uniform
- 100% attendance
- Supporting other pupil(s)
- Being good role models to other pupils and in the community
- Being ambassadors of the school.

## **Rewards Postcard**

To promote positive behaviour and outstanding work, pupils can be awarded a postcard which will be sent home by the school. A message is to be written indicating the reason for the postcard being sent home. This could be for various reasons. The following are to name a few:

- Outstanding work in class or at home produced on a regular basis.
- An accumulation of many achievement points.
- A marked improvement in any aspect of work/behaviour
- Representing the school as an outstanding ambassador

## Consequences

The Consequence System is used when pupils make the wrong choices. The system is consistent across the school and gives pupils the opportunity to reflect on their actions and change their behaviour. The expectations regarding behaviour needs to be consistent across the school.

It is essential that C1 and C2 warnings are recorded on the whiteboard (if in the classroom) so that pupils can see that the system is being fairly and consistently applied. If pupils reach a C3, C4 or C5 sanction it is essential that this is recorded on SIMs.

The 5 Levels of Consequence poster (below) should be clearly visible in all classrooms.

### 5 Levels of Consequence

<b>C1</b>	Verbal warning name recorded on board
<b>C2</b>	Final verbal warning tick next to name on board
<b>C3</b>	Moved seat within the classroom Detention for 10 minutes (with class teacher or other adult) Logged on SIMs
<b>C4</b>	Removal from lesson to designated area within the faculty. Detention for 30 minutes after school on the next available day (whole school detention). Logged on SIMs. Detention staffed by PCO.
<b>C5</b>	Repeat C4 offender (3 times in a half term) referred to SLT for a 2 hour detention on Friday In a circumstance where a pupil goes beyond the 3 x C4 incidents in a half term, a day in Isolation will be awarded to her.

<p><b>C1</b></p> <p><b>Verbal Warning</b></p>	<p>A pupil who behaves inappropriately will be issued with a <b>first warning</b> - Consequence One (C1) by the class teacher or support staff. These verbal warnings are not to be centrally recorded but should be noted by the class teacher on the board. Teachers need to be calm and decisive in giving a warning to a pupil. In addition to putting the name on the board, inform the pupil why they have a (C1). Examples of where a C1 can be communicated to a pupil are:</p> <ul style="list-style-type: none"> <li>• Talking &amp; Inappropriate behavior when entering the learning environment</li> <li>• Uniform/Jewellery/make-up. Chewing/eating in class/ consumption of fizzy drinks</li> <li>• Off task during lesson</li> <li>• Poor attitude towards learning</li> <li>• No equipment (books, PE kits, HE ingredients, DT and Art resources, calculator etc)</li> <li>• Misuse of school equipment (school/peer)</li> </ul> <p>Remember – as part of Preston Muslim Girls High School strategies for effective teaching and learning to take place; we need to give pupils a time and a chance to correct any misbehaviour e.g. I will give you time to improve your behaviour but if you choose not to do so then there will be a consequence. (allow take-up time)</p>
<p><b>C2</b></p> <p><b>Final Warning</b></p>	<p>If a pupil continues to behave inappropriately then a <b>second</b>, warning is issued, and a tick is made against their name on the board (if in class). In addition to putting a tick next to the name, inform the pupil why they have a (C2).</p> <p><i>The issuing of C2 gives a pupil the choice and chance to make the final, right, decision</i></p>
<p><b>C3</b></p> <p><b>Detention</b></p>	<p>If a pupil does not meet the expectations for a <b>third time</b> they are required to move seat within the classroom, receive a detention and this is recorded in SIMS under behaviour management. Inform the pupil why they have a (C3)</p> <p><i>A detention will be issued for 10 minutes.</i></p> <p>This detention could take place at break, lunchtime or after school depending on the subject teacher and availability of pupil.</p> <p><b>Automatic C3 incidents are:</b></p> <ul style="list-style-type: none"> <li>• Defiance to staff</li> <li>• Failure to complete classwork</li> <li>• Bad language/name calling</li> </ul>

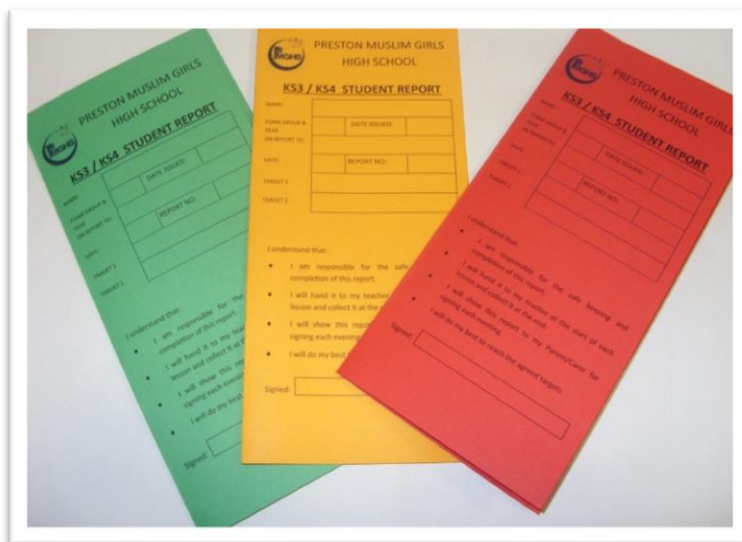
<p><b>C4</b> <b>Detention</b></p>	<p>If a pupil does not meet the expectations for a <b>fourth time</b>, they are referred from the classroom to a designated area within the faculty, they receive an after school detention. Inform the pupil why they have a (C4)</p> <p><i>A detention will be issued for 30 minutes after school and pupil will be placed on a Form Tutor Report for 5 days</i></p> <p>This must be entered on SIMs and parents/carers must be given notice via a detention slip (provided by the class teacher), parent mail sent by Pastoral Care Officer.</p> <p>After unsuccessful Form Tutor report, pupil will be on a Pastoral Report for 5 days with a possible Parental Meeting</p> <p><b>Automatic C4 incidents are:</b></p> <ul style="list-style-type: none"> <li>• Bullying</li> <li>• Aggressive and abusive language to pupils / staff</li> <li>• Bringing school into disrepute</li> <li>• Vandalism</li> <li>• Use of mobile phone/Ipods/Gadgets</li> </ul>
<p><b>C5</b></p>	<p>If a pupil receives a C4 on 3 occasions (3 x 30minute detentions) in any Half Term then they have a day in Isolation.</p> <p>This challenge to the staff member's authority has to be over and above all of the reasons listed for a C3 or C4. C5 will result in a SLT Red report card for a minimum of 10 days with clear targets</p> <p><i>C5 incidents must be referred to the Pastoral Care Officer/SLT for further investigation. Automatic C5 incidents are:</i></p> <ul style="list-style-type: none"> <li>• Fighting</li> <li>• Truancing</li> <li>• Smoking</li> <li>• Racial abuse</li> <li>• Theft</li> <li>• Harassment to a member of staff</li> <li>• Criminal Act/Threatening violence</li> <li>• Causing significant damage to school property</li> </ul>

***Remember – reasons for giving the consequence must be made clear. Pupils should know why they have received the consequence, how to modify their behaviour and what the consequences will be if they continue to behave inappropriately.***

## Pupil Reports

Pupils can be placed on report to their tutor (green report), Pastoral Care Officer (orange report) or a member of the Senior Leadership Team (red report) when there are concerns about their behaviour. See the Consequence Pyramid for guidance on which level of report is appropriate.

Parents/Carers must be informed when a pupil is placed on report and completed report cards will be kept on pupils record and file.



## Exclusions

Pupils who present with serious on-going disruptive behaviour that could lead to exclusion are referred to the SLT/Head Teacher.

Serious incidents of misbehaviour will not be tolerated and may result in **Isolation** or **permanent exclusion**. At this stage the Headteacher would contact Governors and discuss individual cases. These incidents may include:

- Bringing a weapon into school. This includes knives, guns and other implements which may be used as a weapon.
- Violence or threats against staff or their property
- Violence or threats against other pupils
- Sustained physical or psychological bullying
- Dangerous behaviour which poses a health and safety risk
- Absolute refusal to meet school expectations or follow school behaviour policy
- Continued persistent high-level disruption

## Administration and Record Keeping

The correct paperwork must be used when dealing with behaviour concerns and recorded on SIMS when necessary and the PCO must be made aware in the first instance.

# BEHAVIOUR FOR LEARNING AT PMGHS: CONSEQUENCE PYRAMID



## RED STAGE

**EXAMPLE ACTIONS:** fighting, truanting, smoking, racial abuse, theft, Harassment to a member of staff, criminal act, threatening violence, causing significant damage to property ongoing high-level persistent disruption, absolute refusal to comply with school expectations/rules

**CONSEQUENCE RANGE:** Red Report to SLT Removal from school trips, Isolation, Fixed Term Exclusion, Permanent Exclusion, Managed Move, Parental/carer meeting, Police Involvement, Pastoral Support Programme,

**LEAD STAFF:** Headteacher/SLT

## ORANGE STAGE

**EXAMPLE ACTIONS:** Persistent C4 and C5, bullying, aggressive and abusive language to pupil or staff, bringing school into disrepute, vandalism, use of mobile phones/ipods/gadgets

**CONSEQUENCE RANGE:** Pastoral Report, meetings with parents/carers, Removal from school trips. Orange Report to Pastoral Care Officer (PCO)

**LEAD STAFF:** PCO

## GREEN STAGE

**EXAMPLE ACTIONS:** Persistent disruption to learning, anti-social behaviour in social areas, disobeying instructions, rudeness, inappropriate uniform, lateness, failure to complete homework

**CONSEQUENCE RANGE:** C1, C2 and C3 warnings, C4 detentions, subject teacher/tutor detentions, meeting with parents/carers, Green Report to Tutor

**LEAD STAFF:** Subject Teacher/Tutor

All consequences are indicated as a guideline and are context based. Final consequences will depend on the precise nature of the incident, including the age and vulnerability of the pupil involved.

All incidents at C3/C4/C5, **ORANGE** or **RED** stages should be recorded on SIMS



# PMGHS Shared Values

## We will...

- ✓ Believe in ourselves and our ability to do our best at all times
- ✓ Not waste this day because this day will never come again
- ✓ We will knock and wait to be invited into to any classroom or office in the school
- ✓ Act in such a way that we will be proud of ourselves and make others proud too
- ✓ Encourage and support each other at all times
- ✓ Be polite and respectful to everyone we meet
- ✓ Value everyone regardless of their age, gender, size, ability, race, religion or sexuality
- ✓ Be Outstanding Ambassadors of PMGHS at school and within the community

## Consequences

If you do not act in the expected way...

**C1:** First verbal warning, name is written on board

**C2:** Second verbal warning, tick against the name. Last chance to change your behaviour

**C3:** Detention for 10 minutes, recorded on SIMs

**C4:** Whole School 30 minute after school detention, recorded on SIMs, parents/carers notified

**C5:** Possible removal from lesson, further investigation by SLT, further sanctions (possible isolation/exclusion) to be decided

Outstanding Pupil/Behaviour  
LEADS TO  
Outstanding Learning/Outstanding Grades