Sixth Form Rewards and Sanctions

At St. Aidan's & St. Anthony's Catholic Sixth Form we aim to create a positive culture that promotes the highest standards of behaviour, ensuring that all students have the opportunity to learn in a calm, safe and supportive environment. We are a Catholic community, which provides all individuals with the opportunity to flourish in a way that is rooted in the values of the Gospel.

Our rewards' system recognises the achievement of our students in subject areas and wider school life. We encourage all students to be ambassadors for our Sixth Form and display high standards of behaviour, excellent attitudes and act as role models to our younger pupils.

Responding to good behaviour

Class teachers and form tutors will recognise outstanding behaviour and excellence to reinforce our core values, culture and ethos.

Positive behaviour will be rewarded with:

- Verbal praise
- Positive points on MIS (our Management Information System) for positive performance, improvement, excellence and contribution to Sixth Form life in line with our core values.
- Communicating praise to parents via a phone call / notification from MIS.
- Termly Achievement Assemblies – certificates, prizes, awards.
- Positions of responsibility e.g. class prefect.

Responding to Misbehaviour

When a student's behaviour and/or work falls below the standard set out in the Sixth Form Student Code of Conduct, Staff will respond in a fair and consistent manner and the following system will be used.

The school will use 1 or more of the following sanctions in response to unacceptable behaviour:

- A verbal reprimand and reminder of the expectations of behaviour
- Movement of seats
- 'Time out' to allow for thinking time / time to self-regulate
- Negative behaviour point recorded on MIS
- Compulsory study session
- Removal from class
- Phone call home to Parents
- Loss of privileges e.g. leaving site at lunchtime
- Monitoring reports
- Student – Parent meetings
- Agreeing an Individual Support plan
- Confiscation of banned items
- Internal Suspension
- Fixed Term suspension
- Permanent exclusion, in the most serious of circumstances

Examples of behaviours where negative points are issued and recorded on MIS:

- Non-completion of homework
- Missing coursework deadline
- Using phone in lesson
- Lack of effort / work in class
- Incorrect dress code and failure to wear a lanyard
- Poor behaviour in lesson, around school and in the Sixth Form Area
- Defiance
- Persistent lateness to lesson
- Non-attendance at a lesson
- Non-attendance at supervised study session

Staged Behavioural Referral System

Level	**Who is responsible?**	**Action**
1	Classroom Teacher / Form Tutor	Verbal reprimand and discussion about how behaviour is in contradiction to our Core Values. **If behaviour continues:** Behaviour point logged on MIS and appropriate sanction: • Compulsory catch up, • study session, • amended seating plan, • removal from classroom • Record of incident logged on MIS • Parents/Carers informed via MIS
2	Subject Leader (Curriculum issue)	**Repeated issue.** 1. Subject leader meeting with student 2. Subject report and targeted intervention. 3. Attendance at compulsory catch up sessions if appropriate. 4. Parents informed via phone call by Subject Leader. 5. Pastoral team informed by Subject Leader 6. Record of meeting and actions logged on MIS. 7. Fortnightly Review
3	Pastoral Leader / Parents	**5 Behaviour points in a term or more than one subject report:** 1. Pastoral leader meeting with student 2. Pastoral report to monitor issues 3. Attendance at compulsory catch up sessions if appropriate. 4. Parents informed via phone call by Pastoral Leader 5. Record of meeting and actions logged on MIS. 6. Fortnightly Review
4	Pastoral Leader / Head of Sixth Form / Parents	**If no improvement on pastoral report:** 1. Pastoral Leader/Head of Sixth form formal meeting with parents and the student. 2. Targeted Action plan will be created 3. Head of sixth form report to monitor action plan 4. Removal of privileges e.g. ability to leave site at lunchtime, supervised study allocated to timetable etc. 5. Record of meeting and action plan logged on MIS. 6. Fortnightly Review.

		7. SLT informed via joint SLT meetings
5	Head of Sixth Form & SLT St. Anthony's / St. Aidan's/ Governors	**If no improvement after review:** 1. Head of sixth form and SLT formal meeting with parents and the student 2. Interventions determined to best support the student on a case by case basis: Governor contract may be considered.
6	Serious Incident	A pupil can be involved in a one-off incident or persistent issues where no progress has been made throughout this referral system. This will lead to an exclusion

Students will remain on report for an arranged period of time e.g. 2 weeks or until improvement is seen. Failure to improve will result in a move to the next stage of the report system.

Other available Sanctions

- Limiting pupil access to enrichment activities / representing the school
- Removal of IT rights e.g. e-mail and internet access
- Confiscation and disposal of items
- Not allowing students to attend reward events

This list is not exhaustive and will be used at the Headteacher's discretion

Serious Incident / Suspension Protocol

If a serious incident occurs at the Academy, a full investigation would be undertaken. This would involve taking statements from pupils and staff where needed. Parents will always be informed when we are dealing with a serious incident. At times, we may need to house a pupil in the Emmaus during an investigation. When we have completed our investigation parents will be asked to attend the Academy to discuss the incident and possible ways of resolving the situation. Members of staff have the power to use reasonable force to prevent pupils committing an offence, injuring themselves or others, or damaging property, and to maintain good order and discipline in the classroom. Suspension using guidance from the DfE, the Headteacher will exercise his / her statutory right to suspend, should this be necessary.

Any pupil who receives 15 days or more suspensions in one term will be asked to attend a Governors meeting with their parents. Any pupil who exceeds 45 days suspension in one academic year will be permanently excluded. The DfE trust Headteachers to use their professional judgement based on the individual circumstances of the case when considering whether to exclude a pupil.

Examples of circumstances that may warrant a suspension or permanent exclusion

- Physical assault against a student
- Sexual harassment and abuse
- Verbal abuse or threatening behaviour against a pupil
- Bullying
- Theft or deliberate destruction of property
- Any deliberate displays of intolerance on the grounds of difference e.g. race, sexuality, appearance, gender, disability etc
- Inappropriate language / behaviour towards a member of staff
- Defiance towards staff
- Vaping, illegal drugs, alcohol or tobacco

- Possession of banned items e.g. bladed items.

Suspensions are discussed at KS Meetings and previously suspended students are placed on a monitoring list.

Permanent exclusion is only ever a last resort in response to a serious breach or persistent breaches of the school's behaviour policy and where allowing the student to remain in school would seriously damage the welfare of the student or others in the school.