

Gulf English School

مدرسة الخليج الإنجليزية



Behaviour Policy
Secondary 2022-2023

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Philosophy and Purpose of Positive Discipline

We expect student behaviour at Gulf English School to be conducive to a positive, safe learning environment. We expect students to recognise and accept the rights and responsibilities of all members of our educational community. We try to teach each student to be responsible for his/her own actions, and always to respect the rights of others. We try to guide students to make good decisions.

Positive Discipline is based on two pyramid structures which work up in a hierarchical sense, one for discipline and one for rewards. Positive Discipline reduces staff workload through increased efficiency and the effective use of Skoolee as a central record of each student's progress. It sets out a clear framework of the discipline process, and ensures that all students, regardless of ability, age, and gender are praised, rewarded and that recognition is given. It supports staff in the classroom ensuring that teachers can get on with their teaching.

The essential pre-requisite for the scheme's success is a consistent commitment from all staff to operate within the agreed framework. The framework is neither draconian nor rigid. Consistency and flexibility should operate in a harmonious and complementary manner. All teachers must look to recognise, praise and reward all students. This also applied to Middle and Senior Leaders, and members of the support team.

Roles and Responsibilities

This document outlines the roles and responsibilities for all members of staff at GES. For the behaviour policy to work it is essential that all members of staff follow it fully and record incidents within Skoolee.

Teachers should also record any interventions with students or parents.

CLASSROOM TEACHER

All teachers are responsible for issuing positive comments logs (merits) to students on a regular basis.

Classroom teachers are responsible for following the negative behaviour pyramid in classrooms and around school.

HOYs are to support form tutors during registration. Any student that fails an attendance or form tutor report should be placed on HOY report.

For persistent or serious poor behaviour around school the HOY is responsible for arranging after school detentions.

HOYs should write out certificates to be presented in assembly on a regular basis. HOY are also responsible to the collection of Student of the Month nominations.

SENIOR LEADERSHIP TEAM

The Deputy Heads and Head of Secondary are to support their HOYs and HODs. If any student fails a HOY report or returns from a suspension, then they are to be placed on DH report. The student must report to the DH at the end of each day. Students returning from suspension are required to attend meeting in school along with their parents prior to rejoining lessons. During this meeting, students may be required to sign a Behaviour Contract.

The DH, along with the HOY or HOD, will arrange meetings with parents of students that are constantly misbehaving or causing problems in school.

HOYs are responsible for completing certificates on a regular basis, but SLT certificates should be presented by the relevant person in assemblies.

REWARDS SYSTEM

Central to the philosophy is the right of all teachers to praise students, including contacting parents, as a matter of routine. Teachers should aim to reward all students in all lessons. Even if a student has been issued with a negative comment, there is no reason why they should not receive any positive rewards if their work, attitude or contribution to the rest of the lesson is good or outstanding.

HOYs and SLT can create positive comment logs at any time.



SCHOOL BEHAVIOUR POLICY

IN CLASSROOM

Classroom rules

- All students should arrive on time in class and always be punctual, wait quietly and be fully equipped, ready to work.
- Act as a role model for your peers and for younger students.
- Under no circumstances should phones be used during school/class time, they will be confiscated and held until the end of term.
- In GES you do not eat inside the classroom, including chewing gum or drinking, with the exception of water.

Positive behaviour: You can earn Positive Behaviour Points/Merits if:

- You follow instructions first time - every time and avoid loud talking, interrupting and/or teasing other students.
- You are focused and help other students when they struggle.
- You raise your hand if you would like to speak.

Negative/Concerning behaviour: You will get Negative Demerits/Points if:

- You arrive late to class, are having side conversations, disregarding deadlines and/or cheating.
- You do not participate in class work and/or class discussions.
- You are disrespecting staff, teachers and/or other students.
- You are wearing the incorrect uniform, dropping litter and chewing gum

Monitoring Behaviour:

In Skoolee your positive and negative behaviour will be monitored daily.

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| 0-6 negative points: | You will receive a verbal warning by the form teacher and/or HoD. |
| 7-10 negative points: | Parents will be informed, you will have break detention with the HoY. Will be on report for 1 week with the Form Teacher. |
| 11-15 negative points: | Parents will be informed, school detention (1Hr). Will be on report for 2 weeks with Mr. Paul. |
| 16+ negative points: | Parents will be informed, school detention (1.5 Hr), case will be processed by the school counsellor. |

SCHOOL BEHAVIOUR POLICY

IN AND AROUND SCHOOL

	<p><u>Be a role model</u> Use your positive attitude, show respect, be honest and genuine, listen to instructions and act as a role model for your peers and for younger students. Accept and admit when you're wrong.</p>
	<p><u>School uniform:</u> Students should always be in their school uniform. If you have a PE class you are allowed to wear the PE uniform. For failing to wear the correct uniform you will be demerit points and you will be disbanded from all classes until you have the correct uniform.</p>
	<p><u>Student ID card</u> Student IDs are to be worn at all times whilst in school. This includes during the school day and for any after school activity. Any missing IDs must be reported to the Headteacher's office immediately. There is a cost to replace a lost ID.</p>
	<p><u>Mobile phones:</u> They should not be brought into school. Phones aren't allowed to be used in school, if phones are found with students throughout the day, they will be confiscated. Wireless or bluetooth headphones such as airpods are not allowed and will be confiscated.</p>
	<p><u>GES is a NON-smoking/vaping environment</u> Any student found to be smoking or vaping on school property will be issued a 2 day out-of-school suspension for the first offence. No tobacco products or related materials (lighters, matches, cigarette papers) are allowed in GES. Students caught with these items are subject to disciplinary action.</p>
	<p><u>Safe school zone</u> GES has a zero tolerance policy on bullying. This includes, but is not limited to, racial remarks or unwanted touching or name calling. Any student found to be engaging in behaviour will be subject to up to a 3 day out-of-school suspension.</p>

REPORTS

Reports can be issued at any time by Form Tutors, Head of Years, Deputy Heads and the Head of Secondary. Depending on the level of report, they will either be issued daily or weekly. Any student returning from suspension must be placed on report with the Head of Year as a minimum. All reports must be handed over to class teachers at the start of each lesson. The student should meet with the person they are on report to at the end of each day so they can monitor the students' progress for that day. If a student fails their report then they will receive an after-school detention and the report will start again. If they fail again, then another after school detention will be set and the student moves up to the next level of report. If a student loses their report, they have failed the day and will spend the next day in isolation.

A Form Tutor can issue a weekly attendance report or a weekly report which requires a brief comment. The form tutor is responsible for making sure other teachers are aware that the student is on report.

Head of Year, Deputy Head and Head of Secondary reports are to be issued daily. Teachers must be made aware by the report owner (Head of Year, Deputy Head, Head of Secondary) that a student is on report. The student should take their report to the report owner at the end of the school day