

Priory Hurworth House School

Reward and Sanction Policy



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Procedure for	Behaviour, Reward and Sanction Policy		
Associated Priory Policy		Number	HH021
Associated Regulation/Standards		Number	

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This document represents the agreed whole-school policy and procedures in relation to behavioural rewards and sanction management. It represents a developmental process by staff and pupils, in recognising and applying, fair and reasonable behavioural structures. The over-riding aim within this process is to sustain a safe, secure and orderly environment within Hurworth House School which enables effective learning to take place.

This document includes guidance and procedures for related areas:-

- Code of conduct
- Behaviour Policy
- Effective Behaviour Management
- Exclusion policy
- Anti-Bullying Policy
- Peer on Peer abuse
- HHS 035 E-Safety & Acceptable Use Policy

Roles and responsibilities

The Governing Body will;

- Review the policy every three years
- Support the school in maintaining standards, ensuring an orderly and safe environment for students and staff
- Set the framework for the development of the school's Behaviour, Rewards and Sanctions Policy in conjunction with the Head teacher and national guidance
- Monitor and review exclusions
- Consider representations about an exclusion made by the parents/carers of the excluded student.

Behaviour, Reward and Sanction Policy

Introduction

Priory Hurworth House seeks to create an environment which encourages, reinforces and supports positive, acceptable behaviour. Students should promote positive behaviour and become role models for their peers. The benefit of an effective sanctions and rewards system should be to encourage

greater consistency in celebrating achievement and in addressing incidents of unacceptable behaviour.

Aims

Our school aims to:

- Foster an environment which encourages, reinforces and supports appropriate behaviour
- Promote care and respect for our school environment
- Outline clearly what are acceptable standards of behaviour
- Ensure a consistent approach in responding to positive and negative behaviour
- Promote care, courtesy, resilience and respect for others
- Promote self-esteem, self-discipline, honesty and positive relationships.
- Ensure that the school's expectations of behavior are clear and understood by governors, stakeholders, teachers, students, parents and carers
- Encourage a whole school and home involvement approach in the implementation of this policy
- Ensure there is fair treatment for all, regardless of age, gender, race, ability and disability. Our school will not tolerate any form of racism or bullying and we are committed to the development of an anti-racist and anti-bullying ethos. To meet our aims, our school will recognize key aspects of practice in developing its behaviour policies such as;
- A consistent approach to behaviour support by all staff
- Classroom management, teaching and learning
- All school buildings and equipment will be used properly and with respect
- School staff and students will maintain the highest standard of behaviour at all times

**“MAKE THE
RIGHT
CHOICE”**
CHOICE

Our school as a learning community is committed to **inspiring all to be successful**. At Hurworth House School we promote standards of behaviour based on the basic principles of honesty, respect, consideration and responsibility for self and others.

Wherever possible staff should:

- Discuss and consider the problem from every perspective.
- Check that the pupil understands why the behaviour is not acceptable and discuss the reasons with them.
- Consider what affect the behaviour is having on other pupils.

- Employ strategies for avoiding a repetition in the future and involve the pupil in deciding these strategies.

We encourage the development of positive links with parents and carers. There are times when they need support in managing their child's behaviour.

We provide this through;

- Early identification of issues
- Informing parents and carers of behavioural issues at the earliest possible time
- Providing information and guidance
- Providing regular updates of progress through reports, letters and telephone calls to home
- Inviting parents to come into school to discuss issues and progress
- Inviting parents to parental meetings

Positive behaviour

Positive behaviour is rewarded in a number of ways, including through teacher feedback, achievement assemblies, meetings with Key Stage Leaders and Head teacher, trips and through a token rewards system. The following grid details the rewards and sanctions that may be allocated.

To enable a clear and consistent agreed approach towards successful behaviour, all students have the responsibility to ensure they understand the rules, behave appropriately and fully understand the consequences and rewards resulting from the decisions and actions they take. Students will be allowed to make choices so they can take responsibility for their own behaviour, and it will be made clear to students at all times that choosing a behaviour will also be choosing a consequence.

Behaviours and Sanctions

Our school will be clear about why sanctions are being applied and about what changes the student will have to make to comply with the behaviour policy. In exceptional circumstances, the school may wish to involve and use outside agencies and specialist support to secure the best outcomes for our young people. Sanctions will be given to those students whose behaviour does not comply with our ethos for the following behaviours;

- Unauthorised use of mobile phone/digital camera/other hand held device/all electronics
- Swearing
- Refusal to complete work/follow instructions
- Racist/sexist comments
- Physical or verbal aggression towards staff or students
- Accessing off site without permission
- Activating fire alarm
- Smoking on site

- Taking staff/student property without permission
- Verbal or physical aggression in school transport
- Carrying a weapon
- Threats to harm
- Bullying
- Damage to property
- Under the influence of drugs/alcohol
- Inappropriate sexual language/actions
- Climbing on school property
- Using a lighter on school property

The Hurworth Way- Classroom Code of Conduct- (see appendix 2)

To ensure every member of the learning community is clear about expected behaviour in the school environment and in different learning spaces, there will be clear **Hurworth Way -Codes of Conduct** displayed. These will be accessible to all students and staff and explained in terms they understand. Where students experience behavioural or communication difficulties, it is recognised that acceptable behaviour may have to be explicitly modelled and taught. Some students will need support to achieve acceptable behaviour it will be made clear to every student what appropriate behaviour is for them.

Management of learning spaces

The school recognises that the management of learning spaces and teaching methods play an important role in influencing student behaviour. The relationship between the teacher and student, strategies for encouraging good behaviour, arrangements of furniture, access to resources and displays will all have a bearing on how students behave. Learning spaces should be kept in good order at all times.

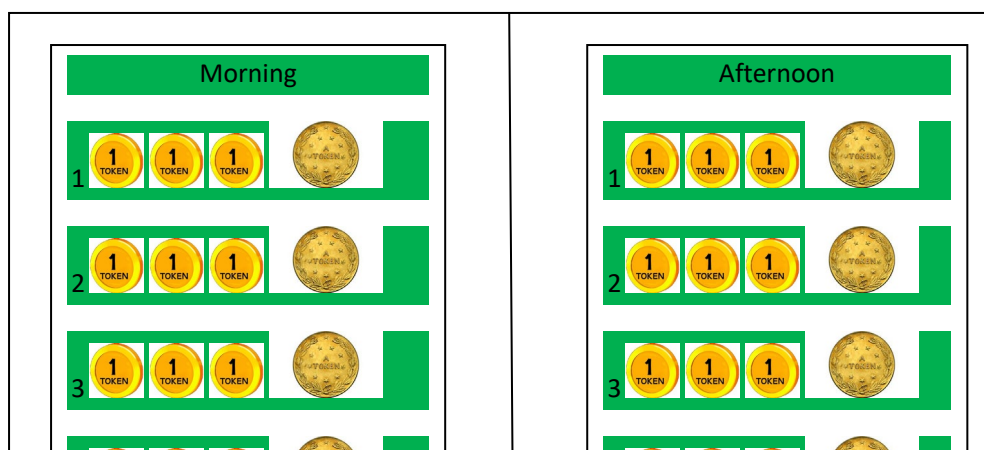
Making the right choices

Students will always be given the opportunity to make choices about their behaviour. Rewards will be used to encourage positive behaviour and sanctions will be applied in cases of unacceptable or inappropriate behaviour.

The token system (see Flow chart Appendix 3)

By losing points, young people are reminded about negative behaviours each time they look at a point sheet. Studies have shown that it is far better to just not give the reward, rather than removing it (losing points). The system will develop resilience and reinforce positive behaviour.

Positive behaviour in lessons is rewarded through a 'token' system which students can trade for form tutor rewards or bank them to purchase an item from our school shop. Only by following our school guidelines for positive behaviour can students earn tokens for each green lesson achieved.





Students will have the opportunity to earn up to 3 tokens per lesson for demonstrating the standards of behaviour that we expect. At the end of each day, if students have been awarded at least 18 tokens, they will earn a “lucky dip” opportunity, giving them the chance to earn further tokens or perhaps an “on the spot prize”. Once students reach agreed token amounts, they will be able to trade them for rewards from our token bank. Rewards include sensory toys, food technology sessions or even off-site trips.

If there are instances of inappropriate behaviour in lessons staff will use the **Amber warning** – This is a **success reminder script** that reminds students of their choices and highlights consequences. If this is used students will lose a token. Student however can earn this token back

Tokens are recorded staff on a token card and reviewed by form tutors at lunchtime registration and reflection time.

Student behaviour online

Students are expected to show high standards of behaviour in their online interactions. Students are expected to follow the Acceptable Use Agreement for I.T systems within the school. There is a clear expectation that students should not bring the school or staff into disrepute. This includes online publishing in any form, including on social media.

Students’ conduct outside the school gates

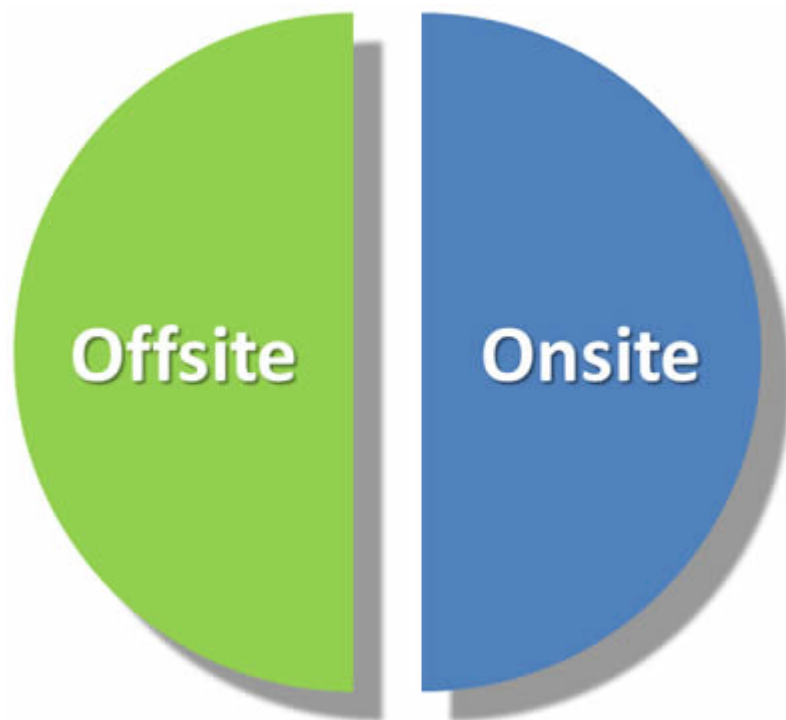
Our policy on school discipline and student behaviour also sets high expectations for positive behaviour off the school site. Subject to the Behaviour, Rewards and Sanctions Policy, a sanction may be applied if a student shows inappropriate behaviour outside of the school premises ‘to such an extent as is reasonable’. This may be when a student is;

- Taking part in any school organised or school related activity
- Travelling to and from school when wearing the school uniform
- Who are in some other form identifiable as a student at the school.

Misbehaviour at any time, whether or not the conditions above apply, which:

- Could have repercussions for the orderly running of the school
- Pose a threat to another student or member of the public

- Could adversely affect the reputation of the school.



Confiscation of inappropriate items

The law allows two sets of legal provisions which enable school staff to confiscate items from students:

- 1) General power to discipline enables a member of staff to confiscate, retain or dispose of a student's property as a punishment, so long as it is reasonable in the circumstances. The law protects them from liability for damage to, or loss of, any confiscated items provided they have acted lawfully
- 2) Power to search without consent for 'prohibited items'

Searching

School staff can search a student for any item if the student agrees. The school will ensure that any search conducted will be carried out under the Government recommendations laid out below:

- the member of staff must be the same sex as the student being searched. There must be a witness (also a staff member) and, if at all possible, they should be the same sex as the student being searched

- there is limited exception to this rule. A member of staff can search a student of the opposite sex to them and without a witness present, but only where they reasonably believe there is a risk that serious harm will be caused to a person if they do not conduct the search immediately, and where it is not reasonably practicable to summon another member of staff.

Head teachers and staff authorised by them have a statutory power to search students or their possessions, without consent, where they have reasonable grounds for suspecting that the student may have a prohibited item. Prohibited items are:

- knives and weapons, alcohol, illegal drugs, stolen items, tobacco, cigarette papers and e-cigarette/vaping paraphernalia, fireworks, pornographic images, any article that has been or is likely to be used to commit an offence or personal injury or damage to property, any item banned by the school rules which has been identified within these as an item which may be searched for.

The legislation sets out what must be done with prohibited items found as a result of a search.

Power to use reasonable force

Members of staff have the power to use reasonable force to prevent students committing an offence, injuring themselves or others, or damaging property and to maintain good order and discipline in the classroom. When conducting a search without consent, Head teachers and authorised school staff may also use such force as is reasonable, proportionate and necessary.

Uniform

We want to be able to focus on learning and if learners arrive at school in the right uniform and the right frame of mind, we can all get on with what is important. Equally, we can support parents/carers better by being very clear about what is acceptable and what is not. The wearing of baseball caps is not permitted on our school site.

It is an expectation that all students at Hurworth House School wear full school uniform to school at all times. The school uniform consists of:

- Black trousers/jogging bottoms (no logo's) or knee length skirt - (at parents/carers discretion)
- Bottle green polo shirt with school logo
- Black sweatshirt with school logo
- Black shoes or trainers (no logo's) - (at parents/carers discretion)

In addition please could you ensure that students are equipped with a PE kit at the start of each week, which consists of the following:

- Black shorts / and or black tracksuit bottoms (no logos)
- A plain white t-shirt

- Trainers / sandals
- Bath Sheet sized towel & soap for showering

For your further information the polo & sweat shirts are available via the school whilst other items of the uniform are available at reasonable cost from stores such as Asda, Tesco, Matalan, Primark etc. Staff will advise when learners require swimming kit however please ensure that girls wear a full costume.

Parents and carers are urged to label all clothing to make recognition easy. If learners lose their possessions, we will make a genuine effort to locate them. However, we cannot replace them. It is important students learn to take responsibility for their own possessions.

Personal hygiene is important. Students should be encouraged to take a pride in themselves (wash regularly and clean their teeth) as well as having pride in their uniform.

The Hurworth Way- Classroom Code of Conduct

“Inspiring for success”



Students should ;

- not interrupt the learning of others
- try their best at all times
- show respect to themselves, each other and the community

Staff will;

- issue rewards and sanctions fairly
- have high expectations for all
- make instructions clear and simple
- show respect to themselves, each other and the community



Mobile Phone rules

The rules we have put in place to address these issues are as follows:

- Mobile phones should be '**off and away**' at all times, any phone seen or heard will be confiscated; this includes phones on display in shirt pockets.
- Phones that are confiscated will be returned to students at the end of the day in the first instance, although should there be a second occurrence a call will be made home with the requirement for a parent / carer to collect the phone on their child's behalf
- If confiscated then student will be placed on a **period of phone management** where the phone will be collected in registration each morning and distributed back out at the close of day.
- The restriction is in place at all times while students are in the grounds of the school building, this includes when students arrive and leave at the end of the day. Phones should be away before students enter the school grounds and not accessed until they have left the site.
- Should students wish to contact parents with any concerns regarding school based activities we can facilitate at main school reception.

Rewards	Sanctions
Rewards trips Postcards home Certificate award in assembly	Break/ Lunchtime detention Restorative actions- verbal or written apology, community service in school or local community
Tokens to purchase items from school shop Form tutor reward	Temporary Vehicle Ban – debrief and restorative action. Removal from a planned trip
Golden time Attendance Award	Confiscation of articles Supportive reparation work with partners – Police, Fire Service, Youth Justice
Head Teacher’s Award Key Stage Award	Meetings with Parents Placed on report
Form Tutor Award Responsibility in school	Meeting with Key Stage Leader/Head Teacher
Tokens for Engagement can be exchanged for rewards (See below)	Fixed term exclusion

TOKEN AWARDS

Completed homework =	10 tokens
Formal exam =	24 tokens
Head teachers Award =	24 tokens
Key Stage Award =	24 tokens
Subject Star of the Week =	24 tokens
Form Tutor Award =	24 tokens
Termly Attendance Award =	60 tokens
Accelerated Reader Test =	6 tokens
AQA element =	2 tokens
Full Uniform each day =	5 tokens

Damaged or Lost card = -5 tokens
Replacement stationary = 3 tokens
18+ per day = token reward in tutor
100+ per week = token reward in tutor

TOKEN SHOP

250 = 15 mins sensory room
Hot chocolate
15 mins ICT time
1 sensory toy

400 = 30 mins ICT time
Hot chocolate with all the trimmings
30 mins sensory room
+ 1 sensory toy

550 = Watch a DVD
Food tech session
Free off site trip Dog's trust, Cattery, Park etc
+ 1 sensory toy

650 = In house Pizzas £5.00 voucher
Off-site activities Ice skating

Rof 59
Jump 360
4 motion
Clip n Climb

Swimming
Cinema

