

All Saints Catholic High School Behaviour for Learning (BfL)

This document describes the principles and processes of Behaviour for Learning (BfL) at All Saints Catholic High School.

Parents/carers who require any further information are invited to contact Mrs Breislin (Director of student support) by email j.breislin@allsaints.sheffield.sch.uk or Mr Stokes (Intervention Manager) at d.stokes@allsaints.sheffield.sch.uk Alternatively staff can be contacted by telephone on 272 4851.

Information on all aspects of BfL is available below and includes:

1. The rationale for BfL at All Saints
2. The Rewards system
3. Learning behaviour in the classroom
4. The Detention System
5. Punctuality to school and lessons
6. BfL around the school during social times and lesson change over
7. Behaviour of students in the community
8. The Appeal process
9. Break and lunchtime arrangements
10. Frequently Asked Questions

1. Rationale

All Saints Catholic High have a code of conduct for staff and students. All Saints believes that positive relationships with high expectations and challenge will allow all in the community to maximise their ability to make progress academically and holistically. The All Saints approach to education is based on the Salesian principles of partnership, growing together, creating an atmosphere of “**loving kindness**” and using the preventive system where the community family should be a combination of a home, a school, a playground and a Church. The four key principles of how we work are summed up in the word **RUAH** (meaning the breath of God) and stand for **Respect, Understanding, Affection** and **Humour**. We try to ensure that these principles remain at the heart of all we do. And so our basic school rules could read:

We do everything with **respect** for ourselves, others and our community. We **understand** our differences and needs; we consider these in how we behave. We value the power of understanding and knowledge. We treat each other with **affection** showing care for those around us, our community and world. We approach each other with good **humour**; kindness and gentleness, treating others how we would want to be treated ourselves.

Each individual is called to support the mission of the school by working cooperatively, developing and sharing their talents, supporting community cohesion and being willing to reconcile and resolve any differences with others when things go wrong.

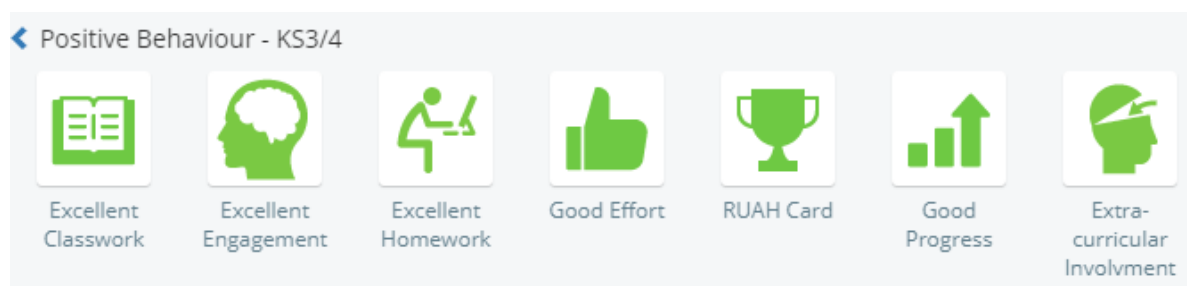
The development of a high standard of learning behaviour by students is essential to allow them to optimise their overall academic progress. Acquiring the skills and attitude necessary for learning is as important to students' educational well-being as is literacy, numeracy and other aspects of engagement and learning.

At All Saints, we focus on those areas of behaviour which have an immediate impact on an individual's ability to access learning. As such, we have high expectations of punctuality, learning behaviour in lessons and the manner in which students conduct themselves during social times and in the community.

The underlying philosophy of the All Saints approach to BfL is that all students deserve the right to learn without anyone preventing them from doing so and that students will continue to grow to be respectful, responsible, conscientious and aspirational citizens.

2. Rewards

We are committed to encouraging students to achieve and maintain high standards of behaviour, self-discipline and performance through positive rewards and celebration. Students' behaviour and efforts are recognised via many varied forms of praise and celebration including; allocation of House Points, weekly RUAH cards, Golden Ticket initiatives, Attendance rewards, termly RUAH Awards and nominations for House Champion at the end of the school year.



Our five Houses (named Belief, Courage, Endeavour, Fortitude and Perseverance) encompass the values we aim to instil in all students. Under the House name, students compete to win a termly House Shield and our end of the year Rewards Celebration seeks to reward those with excellent engagement in learning, 100% attendance and exceptional contribution throughout the year. This reward often involves Student Voice and is in the form of a visit to a theme park.

Students receive cycle data 3 times during the academic year towards the end of each term. For engagement in learning we use the following grading and judgement.

1	Excellent/Outstanding	Those students with an average engagement in learning grade of 1 to 1.5 (meaning that they are consistently more excellent and good) are given a certificate of achievement and given a pin badge to wear on their blazer	
2	Good		
3	Inconsistent		
4	Poor and requires improvement		
Term 1 Autumn		Term 2 Spring	Term 3 Summer
Bronze Award		Silver Award	Gold Award
Students who achieve an average of 1 to 1.5 in the first term receive the Bronze Award. If this is maintained in Term 2 then they progress to the Silver Award. If students achieve this in all three Terms they will receive the Gold Award. Awards are incremental. If a student achieves this score once at any point in the year then they would achieve the Bronze Award overall. If they achieved, it in two terms they would achieve Silver Award overall.			

Students are invited and encouraged to wear the highest badge they achieved into the new academic year until the next cycle. (For example, students are encouraged to wear with pride their Gold Award from Year 7 until the first cycle of Year 8 Awards).

Each year we review our school rewards system in response to Student Voice in order to improve and innovate our school rewards systems.

3. Learning Behaviour in the Classroom

Praise is at the heart of the BfL system and staff will regularly remind students that we have the highest expectations and expect the best of them. Rewards and sanctions are linked to 'I Will' style Behaviour Targets which are displayed in all classrooms and are as follows:

- 1. I will listen attentively while the teacher is, or others are, talking**
- 2. I will complete my work as explained to me by my teacher**
- 3. I will speak to others in a polite/appropriate way.**
- 4. I will not touch another student or another student's property**
- 5. I will be punctual to school and lessons**
- 6. I will complete homework on time**
- 7. I will comply with school expectations on uniform**
- 8. I will have all equipment necessary for each lesson**

In addition to these targets for students, teachers are also expected to adhere to the following BfL code during all interactions with students:

- I will speak to students in a respectful way**
- I will apply the Learning Behaviour rules fairly and consistently**
- I will clearly explain how I expect the students to work during the lesson**
- I will give all students a fresh start each lesson**
- I will ensure all students know they make a choice regarding their behaviour**
- I will give all students a fair chance to reflect and rectify negative behaviour**
- I will explain the consequences of continued negative behaviour**

Failure of staff to follow the code may be grounds for students to successfully appeal against a detention.

Students who exhibit any of the following anti-social behaviours will be deemed to have broken one or more of the 'I Will' Behaviour Targets as previously explained:

- Entering the classroom in a loud, disruptive or disorderly manner
- Not being ready to work when the teacher says that the lesson has begun
- Not listening attentively when the teacher or others are speaking
- Not working in the manner as explained by the teacher
- Failing to work with others when instructed by the teacher
- Distracting others and preventing them from learning
- Shouting out in class when answering questions unless directed by the teacher
- Drinking or eating without permission
- Touching another student or their personal belongings

The nature of these behaviours do not reflect RUAH and are counter-productive to positive relationships. A student exhibiting any of the behaviours listed above will be given up to 2 cautions (C1 and C2) in a lesson which will be written up on the board in the classroom and will be clearly visible to the student. There are no sanctions or consequences to these 2 cautions. If a student continues to contravene the Behaviour Targets for a third time they will be issued a C3 Detention. This process supports our ethos and philosophy around allowing students to make mistakes but not allowing teaching and learning to be disrupted. We refer to this as our **Choice, Chance** and **Consequence** model.

4. C3 Detention

- Students who are issued with a detention will be informed by the member of staff and a home notification will be sent to parents via Class Charts.
- Detentions for all year groups will run each afternoon Monday to Friday from 3pm – 4pm.
- Once they have been informed of a C3 Detention students will complete a 20 minute detention the following school day.
- All detentions will commence at 3.00pm. Students who are late to the detention without a valid reason will be detained for 20 minutes from the time that they arrive at the detention room.
- If the student is in school on the day of their detention and they fail to attend their 20 minute detention, it will be increased to 40 minutes and will need to be completed the following school day.
- If the student is absent on the day of their detention, they will complete it on the next day that they are in school.
- It is the student's responsibility to remember that they have a detention. Students are able to check the BfL notice board daily. No other reminders will be issued. The consequence for any non-attendance at their scheduled detention will apply as outlined above.
- If a student persistently fails to attend detentions, they will lose their social time during the school day. They will be collected from their classrooms and they will be supervised during break and lunchtime by members of staff.
- This arrangement will apply until the student has attended all after school detentions which remain outstanding.
- Further non-compliance with the above will result in parents/carers meeting with the Head Teacher and further sanctions, such as Fixed Term Exclusions, will be discussed.
- Students who receive more than one C3 in a day will complete a 40 or 60 minute detention as appropriate the following day.

In addition, students will be issued a C3 detention, without any C1 or C2 cautions, in any of the following circumstances:

- Being late to lessons, Tutorial or Assembly without a valid reason
- Being out-of-bounds during the school day
- Eating on a carpeted area or on any of the upper floors of the building
- Eating in a classroom
- Drinking in a science or ICT classroom
- Mobile phone visible/seen
- PE Kit failure (repeat)
- iL (independent Learning) failure
- Uniform infringements

C4 Removal from lessons

- A student who, after being issued a C3, either continues to misbehave or argues with the member of staff about the caution, will be given a C4 and removed from the lesson. The student is expected to arrive at the Damascus room within 5 minutes of leaving the classroom. If they arrive later than 5 minutes the student's detention will be increased to 60 minutes.
- The student will serve their 40 or 60-minute detention the following school day.

Non-Attendance of detentions

Where a student chooses not to attend their detention the following process will be followed.

- If a student/s do not attend their detention for a second time, on the third day the student/s will lose their lunchtime and will still need to complete their after school detention.
- If a student/s still choose not to attend their detention, the student/s will be placed in IEA for the day and will still need to complete their after school detention.
- Where a student/s still do not attend their detention, a letter will be sent to parents to meet the Head Teacher to discuss why their child is not attending detentions.
- If a student/s still chose not to attend their detentions, this would be regarded as continual non-compliance and then the head teacher would then need to consider an escalation of sanction

C4 Mobile phone

- C4's will be issued to students who are seen to be using mobile phones, whether it is their device or not.

On-Call process

Some behaviours that cause concern may be deemed to be so serious that they are beyond the usual scope of the BfL system and will result in the member of staff requesting assistance from the On-Call team to respond/attend the lesson. In most cases, the On-Call team are senior members of staff who will remove the pupil from the classroom/circulation and issue a 60 minute C4 detention.

The following behaviours would result in the On-Call system being used:

- Failing to leave the classroom when issued with a C4
- Failure to follow a reasonable instruction given by a member of staff
- Swearing/verbal abuse directed at another person
- Intentional dangerous behaviour
- Misuse of technology
- Behaviour likely to bring the school into disrepute
- Violence, abuse or aggression towards another pupil
- Bullying

The On-Call staff will assess the situation and decide upon the most appropriate course of action. There may be parental contact and a further sanction such as a Fixed Term Exclusion, if necessary.

5. Punctuality to School and to lessons

It is essential that students arrive in school in good time. We request that students should aim to be on site by 8:15am ready to move to lessons by 8:25am as Period1 learning begins at 8:30am. If they are late to school they will report to the Attendance Team in the foyer which further delays their arrival to the classroom as we must ensure that they have been signed in. Students arriving late between 8:30am and 8:50am will be issued with a P1 20 minute detention slip. Students arriving between 8:51am and 9:10am will be issued with a P1 40 minute detention slip. Any student arriving after 9:10am will be issued with a P1 60 minute detention slip.

Students are expected to be punctual to lessons and will be issued a C3 detention if they are late when arriving to lessons from social time. Students have up to 5 minutes to move between lessons that may be on opposite sides of the school grounds. However, this does not mean that students can socialise in corridors between lessons and must enter their classroom next lesson's classroom promptly.

6. Behaviour around the school during social time and lesson change over

We have the highest expectations of our students' behaviour around school, during social times and at lesson change over. This is important to ensure we can behind positive community cohesion and calm and safe environment. Students conduct around school is subject to a series of 'I will' Behaviour statements as follow:

- **I will not act in a way that will hurt/harm others or myself**
- **I will not run in social areas**
- **I will dispose of litter appropriately**
- **I will speak to others in a polite and respectful manner**
- **I will not touch another student or their property in an anti-social way**

A C3 or C4 detention will be given to any pupil who does not adhere to these 'I will' statements and also for any of the following actions:

- Being out-of-bounds during the school day
- Being in a classroom without a teacher's permission
- Running inside school
- Damaging property
- Demonstrating disrespectful, rude, impolite, confrontational, verbally aggressive, challenging or anti-social behaviour
- Mobile phone being used (C4) or phone visible (C3) whether it is their device or not

7. Behaviour of students in the community

Students are ambassadors of All Saints Catholic High and our school uniform is our public identity that influences how society perceives us.

Any form of behaviour that works against the ethos of the school and/or damages the reputation of the school will not be accepted.

Any behaviour (verbal, physical or electronic) that demonstrates an intention to threat others, cause distress, cause or threaten violence or is deemed an act of violence is likely to lead to exclusion, including potentially permanent exclusion from the school.

Students are actively reminded of this in school and to be aware of this particularly when they are coming to/from school, interact with members of the public, using public transport and congregated in groups. Personal responsibility for actions is required at all times.

8. The Appeal process

If a student feels that a detention has been issued outside of the rules or spirit of the system they may appeal this with a member of the Appeals Team at the appropriate time. The detention will be put on hold until the appeal is considered. If the appeal is upheld the detention will be cancelled. The decision of the Appeal Panel is final with no further appeal allowed.

Please note: If a student has refused to take the slip or has argued with the member of staff issuing the detention, then the right to appeal is automatically lost.

Situations which may give rise to a successful appeal include where teachers/members of school staff:

- Do not correctly record C1 and C2 cautions within the lesson, or fail to explain to students the reasons for the C1 and C2 cautions

- Do not begin the Learning Behaviour in lesson procedure correctly
- Do not clearly describe how students are expected to work during their learning
- Shout at a student or speak to them in an inappropriate manner
- Do not follow the teachers' Learning Behaviour expectations

The following principles will be applied when appealing either a C3 or a C4 detention.

- Students will lodge an appeal stating which teacher issued the detention. The appeals team will then look at Class Charts and go through the appeal with the student.
- An appeal can only be lodged with one of the following members of the BfL Appeals Panel:

Mrs Smith	Mr D Stokes	Miss B Healy	Mr M Skehan
Mrs Mason	Miss E Connor	Mr R Cooper	

- Any appeal must be lodged with a member of the panel within 24 hours of the C3/C4 being issued. However, if the student is ill and unable to lodge the appeal by the deadline, they will have the day that they return from illness to lodge their appeal.
- Appeals can only be submitted during break or lunchtime. Once the 24 hours appeal period has passed, no appeal will be considered.
- Students should not use the reason of speaking with a member of the Appeal Panel as a reason for being late to the next lesson.
- Whilst any appeal is under consideration the C3 or C4 detention will be 'on hold'.
- The outcome of the Appeal will be made known to the student within 48 hours of the appeal.
- If the C3 or C4 detention is not cancelled students will complete the detention the day after being informed that the appeal was unsuccessful.
- If the appeal is successful a member of the BfL team will ensure that the C3/C4 database is updated. Student records will be amended accordingly to ensure it does not include this C3 or C4 incident.

9. **Information about breaks and lunchtimes**

At break time, students are allowed access to the canteen as well as some internal and external areas of the school. During very wet, snowy or icy conditions, students may be instructed to remain indoors. Whilst in school, students are not allowed to be in the carpark areas or in any areas around the edge of the site which are not visible from the school buildings.

Hot food may only be consumed in the Dining Room.

Other food, such as packed lunches and sandwiches may be eaten in the Social Courtyard, Squares area, Performance Courtyard and Canopy Area. Students should use the bins provided. Chewing gum is not allowed in School.

Students are allowed to access their lockers before 8:30am and at break and lunchtime.

Access to the field is seasonal and weather dependent and notifications will be made via Tutor briefing when this is open to students. Usually access to the field is for Term3. Students are not allowed on the field or pitches in wet weather.

The football pitches can only be accessed at lunchtime.

Students are not allowed to leave the School site at any time between 8:30am and 2.50pm, unless there has been communication with home and students have been given written permission by school and signed out with the Attendance Team.

10. Frequently Asked Questions

Q. Why is BfL our approach at All Saints?

A. *BfL was introduced to help students be more responsible for their actions and learning in school. The rules of BfL were formulated following extensive consultation with groups of students of all ages and are frequently revisited under student voice via the Student Leadership Teams. Similar systems are successfully in use in many other secondary schools.*

Q. How does my child know about the BfL system?

A. *All students have an induction to BfL at All Saints. BfL is the focus of assemblies at the beginning of each year and revisited whenever there may be an amendment or clarification needed. Pupils are constantly reminded about the rules and expectations throughout the year, including via Tutor Briefing.*

Q. How will I know how many House Points my child has received?

A. *House Points are available to be viewed on your child's Class Charts record. All parents have access to Class Charts to view their child's Attendance and Behaviour profile as well as access their independent learning/homework log. Other communication is via the MyEd app. If you require further information on how to access Class Charts please contact your child's Form Tutor*

Q. How can you be sure that all staff are correctly following the rules of BfL?

A. *Staff have been carefully trained to apply the rules fairly and consistently and also receive regular updates and feedback to clarify the system. Students may appeal if they think that the rules have not been followed. If an appeal is successful the reason is communicated to staff to help support future application of BfL.*

Q. How will I know if my child has received a detention?

A. *Your child's Class Charts profile records C3 and C4 detentions which are dated. There are no alerts sent to parents as they have live access to their child's profile. Students will attend their detention the next day. Students will always be aware/informed that they have received a C3/C4 detention.*

Q. What will happen during the detention?

A. *Students may read or review their learning or complete independent learning/homework.*

Q. How long are detentions for?

A. *Dependent on the reason for the detention they run for 20, 40 or 60 minutes. Detentions are a maximum of 1 hour. If a student owes more than 1 hour of detention they will have a subsequent detention each day until the time has been completed.*

Q. What happens if my child misses a school bus because of a detention?

A. *There are no school buses in operation. Whilst we are sympathetic to this we seek parental support for the school's high expectations in all areas of school life. Students are not detained on the day of an incident and the 24 hour notice of the detention allows sufficient time for alternative arrangements to be made.*

- Q. What should I do if my child is unable to attend the detention due to a previously arranged commitment?
- A. *Some events such as medical appointments are unavoidable and the school will look to re-arrange the detention for the next school day. Please contact the school to speak to a member of the BfL team where this is necessary.*
- Q. Can detentions be held at lunchtime?
- A. *Due to the variable timings of lunch it is not possible to arrange BfL detentions at lunchtime. We also believe that students need a social break in the middle of the day if they are to learn efficiently during the post lunch lessons. However, for incidents of anti-social behaviour, students may also have their lunchtimes removed and have a supervised lunchtime with staff. Students who fail to attend BfL detentions after school may also have their lunchtimes removed as well as having to complete their after school detention.*
- Q. What happens if my child is not in school on the day of the detention?
- A. *The detention will be arranged for the following day.*
- Q. What happens if my child chooses not to attend the detention?
- A. *In the first instance your child will be expected to attend on the next day and the detention will be increased from 20 to 40 minutes. Further failure to attend will result in students losing their break and lunchtimes. Further sanctions are in use for persistent failure to comply with whole school expectations.*
- Q. Who should I speak to if I have any questions about BfL?
- A. *Please contact Mr Stokes using the contact details included at the beginning of this document.*