



Behaviour Policy (SISW 5) Appendix F – Sanctions Procedures

The following sanctions and monitoring systems are available to members of staff. In cases of lawbreaking, including racial harassment, the school will not hesitate to involve the Police.

- Lunch time and break time detentions given by subject staff / Heads of Faculties
- Report Sheet for Behaviour / Homework / Lateness / Uniform
- Community service, eg litter collection
- Confiscation of items including jewellery and mobile devices and any other items which staff consider harmful or detrimental to school discipline
- Removal from lessons
- Formal School Detention
- Isolated Inclusion
- Temporary Exclusion
- Permanent Exclusion

Set punishment for infringement of school rules

The following will apply when in school, travelling to and from school or when involved in any school activity (including school trips).

Behaviour	Sanction
Smoking or in the company of smokers	After school – 55 Mins
Out of bounds	After school – 55 Mins
Truancy	1 after school detention for every lesson missed
Swearing as a response to a situation	1 day's exclusion or more involving a member of staff* depending on severity
Supplying drugs or possession*	Permanent exclusion
Using/carrying an offensive weapon*	Permanent exclusion
Possession of drugs or alcohol (first offence)*	Temporary exclusion or permanent exclusion
Purchase & consumption of alcohol or other drugs when in school or engaged in any school activity	Temporary exclusion or permanent exclusion
Persistent disruptive behaviour	Isolated exclusion

*Decision made by the Headteacher.

Other punishments to be at the discretion of members of the Senior Leadership Team or the Head of Year. If more than one year group is involved then the punishment will be discussed with other HoY involved before a decision is made.

Detention

Leventhorpe has a clear legal authority to impose detention as a sanction against bad behaviour without the consent of the parent.

Detentions will be reasonable and proportionate to the offence and will take account of whether the parent can reasonably arrange for a child to get home from school after the detention.

There are three levels of detention at Leventhorpe:

- Stage 1 **Subject Teacher's own detention** (10-30 minute duration)
when behaviour is unacceptable
when a student fails to complete homework,
or homework / class work is of an unacceptable standard
- Stage 2. **Heads of Faculty/or Subject Teacher's detention** (30-min duration)
when a student fails to attend subject teacher's own detention (Stage 1)
if behaviour needs a more serious sanction
for internal truancy or lateness
when a student fails to complete homework or work of an acceptable
standard.

When a Stage 2 detention is given it is entered on the SIMS behaviour log and the Head of Year/Head of Faculty is informed.

- Stage 3. **School Detention** (50 minutes after school)
students are put into this detention by a Teacher following consultation
with Head of Faculty or Head of Year
detention will be no less than 55 minutes and taken by Duty Staff
a letter to the parent is sent giving at least 24 hours' notice.

The Teacher enters a School Detention in the SIMS behaviour log.
The time a student spends in detention is used in a way that staff consider appropriate, but this time will not be used to complete homework.

Failure to attend a Detention

If a student fails to attend an after-session detention (after school) for a disciplinary offence without reasonable excuse, the Head Teacher will be informed and the Head of Year will decide how to deal with the absence.

Confiscation of Items - Jewellery

Jewellery (other than one small pair of gold/silver studs in the lower lobe and a watch) will be confiscated and stored until the end of each half term when students may collect it from the school office. (See the current DfE national confiscation guidelines on searching, screening and confiscation in schools – available on request from the school.)

Confiscation of Items – Mobile Phones/Electronic Devices

Mobile phones should not be used at school. They can be disruptive if left on during lesson time and they are distracting. There is also a growing problem nationally with young people using mobile phones to bully others by means of the messaging facilities. Most students do not need to bring a mobile phone to school. There is a phone in Student Services which students can use in an emergency. Should you feel it is necessary for your child to carry one for their journey to and from school please be aware that **we accept no responsibility should they become lost or damaged** and staff will confiscate a phone if it is used (or rings) at any time whilst on the school site. **Confiscated phones will be returned only to parents by making an appointment with the Headteacher at least one day after the phone being confiscated.**

Rights to Search

Staff can search students with or without consent for any item which has been identified in the national guidelines as an item which may be searched for or any other item which they consider harmful or detrimental to school discipline in line with the current DfE national confiscation guidelines on searching, screening and confiscation in schools – (available on request from the school).

In addition, the school reserves the right to search mobile phones or electronic devices (with or without students' consent) in accordance with the current DfE national confiscation guidelines on searching, screening and confiscation in schools – available on request from the school.)

Headteachers 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 pupil may have a prohibited item. Prohibited items include:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco and cigarette papers
- fireworks
- pornographic images
- any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, or
- to cause personal injury to, or damage to the property of, any person (including the pupil).

The above list is not exhaustive. School staff can search for, seize and/or confiscate any item which they consider harmful or detrimental to school discipline in accordance with the current DfE guidelines on searching, screening and confiscation.

Senior Support

Throughout the day, during lesson time, senior staff routinely carry out “learning walks” in order to support staff, monitor student behaviour and to “catch students behaving well”. This is called “senior support”. If, during lessons a member of staff finds a student’s behaviour unacceptable, they will contact the front office and the senior member of staff on senior support duty will respond by visiting that lesson and speaking to the student outside the classroom. Following discussion with the teacher, if the student can be returned to the lesson this will be arranged. Otherwise the student will be taken away for the remainder of that lesson to work in isolation. The student will then attend a “reflection detention” during lunchtime in order to reflect on their behaviour with the aim of helping the student to fully appreciate how their poor behaviour has impacted on other students and on how they should behave in the future.