



Behaviour Policy (incorporating exclusions)

LPA Policy Management					
Document history					
Review date	Version	Reviewer / owner (role)	SLT review	Approving body	Meeting date of policy approval
24/03/2026	1	Behaviour and Pastoral lead	24/03/2026	LGC	11/05/2026
Material changes since last publication					
Section	Changes				
2	Keeping Children is safe updated to 2025				
3.2.11	Vaping added alongside smoking				
6.2	Added in lunchtime detentions for lateness to school				
6.2	Change from parents to collect confiscated mobile phone to pupil collects from relevant pastoral team.				
10.3	Use of reasonable force link - updated				
10.9	Added 'or Any other appropriate external agency'				

This policy is reviewed annually. The next review is due by April 2027

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1. Aims

This policy aims to:

- 1.1 - Provide a **consistent approach** to behaviour management
- 1.2 - **Define** what we consider to be unacceptable behaviour, including bullying
- 1.3 - Outline **how pupils are expected to behave**
- 1.4 Summarise the **roles and responsibilities** of different people in the school community with regards to behaviour management
- 1.5 Outline our system of **rewards and sanctions**

2. Legislation and statutory requirements

This policy is based on advice from the Department for Education (DfE) on:

- Behaviour and discipline in school 2022
- Searching, screening and confiscation at school
- The Equality Act 2010
- Use of reasonable force in schools
- Supporting pupils with medical conditions at school
- [Behaviour and Mental Health in Schools guidance](#)
- [Link to DfE Suspensions & Exclusions Guidance](#)
- [Link to Keeping Children Safe in Education 2025](#)
- Children and Families Act 2014

It is also based on the special educational needs and disability (SEND) code of practice.

In addition, this policy is based on:

- Schedule 1 of the Education (Independent School Standards) Regulations 2014; paragraph 7 outlines a school's duty to safeguard and promote the welfare of children, paragraph 9 requires the school to have a written behaviour policy and paragraph 10 requires the school to have an anti-bullying strategy
- DfE guidance explaining that academies should publish their behaviour policy and anti-bullying strategy online

: This policy complies with our funding agreement and articles of association.

This behaviour policy is explicit in its duty not to discriminate. The guidance outlined in this policy will be adjusted when pupils with protected characteristics are involved. In these cases, the statutory guidance, including the equalities act, will be taken into account.

3. Definitions

Misbehaviour is defined as:

- 3.1.1 Disruption in lessons, in corridors between lessons, and at break and lunchtimes. This includes lateness to school or lessons
- 3.1.2 Non-completion of classwork or homework
- 3.1.3 Poor attitude
- 3.1.4 Incorrect uniform

Serious misbehaviour can include:

- 3.2.1 Repeated breaches of the school rules
- 3.2.2 Verbal or physical abuse, including offensive language
- 3.2.3 Child on child abuse, any form of bullying, including online bullying
- 3.2.4 Child on child sexual violence, harassment or sexual assault, which is any unwanted sexual behaviour that causes humiliation, pain, fear or intimidation
- 3.2.5 Vandalism
- 3.2.6 Gang behaviour, including initiations, violence, coercive and threatening behaviour
- 3.2.7 Defiance
- 3.2.8 Aggressive or threatening behaviour
- 3.2.9 Theft
- 3.2.10 Fighting
- 3.2.11 Smoking/Vaping
- 3.2.12 Racist, sexist, homophobic or discriminatory behaviour
- 3.2.13 Possession of any prohibited items. These are:
 - Knives or items that may be used as weapons
 - Alcohol
 - Illegal drugs
 - Stolen items
 - Tobacco, cigarette papers or vaping materials
 - Fireworks
 - Pornographic images
 - Any article a staff member 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)

This is not an exhaustive list; all incidents of serious breaches will be investigated and then dealt with appropriately by the Senior Leadership Team and DSL where appropriate.

Any misbehaviour outside of the academy which results in reputational damage to the academy can be investigated and sanctioned at the discretion of the Principal.

All serious breaches will be investigated and sanctions are at the discretion of the Principal

4.Roles and responsibilities

4.1 The Trust Board

The Trust Board, through The Education Standards Committee, is responsible for monitoring this behaviour policy's effectiveness. It delegates that responsibility, at school level, to the Local Advisory Board (LAB) and The Principal who are also tasked with holding the Principal to account for its implementation.

4.2 The LAB

The LAB is responsible for reviewing and approving the implementation of the behaviour policy at school level.

The Principal will ensure that the school environment encourages positive behaviour and that staff deal effectively with poor behaviour, and will monitor how staff implement this policy to ensure rewards and sanctions are applied consistently.

4.3 Staff

Staff are responsible for:

1. Implementing the behaviour policy consistently.
2. Modelling positive behaviour.
3. Providing a personalised or differentiated approach to the specific behavioural needs of particular pupils.
4. Recording behaviour incidents.

Senior and middle leaders will support staff in responding to behaviour incidents.

4.4 Parents

Parents are expected to:

1. Support their child in adhering to the pupil code of conduct/Behaviour for Learning policy.
2. Support the school and take part in the life of the school and its culture.
3. Inform the school of any changes in circumstances that may affect their child's behaviour.
4. Discuss any behavioural concerns with the school promptly.
5. Provide support and encouragement to the pupil in all aspects of learning, including providing the necessary materials/equipment for the pupil and supporting the pupil to complete homework.
6. Ensure that the pupil regularly attend and be on time.
7. Ensure that the pupil is dressed according to the academy dress code.
8. Attend the parent/teacher consultation days/evenings.
9. Encourage good behaviour and support all aspects of the academy disciplinary systems.

5. Pupil code of conduct

Lydiard Park Academy promotes a culture of 'Think of the other Person'. The academy creates a culture where pupils respect others and follow key routines both within lessons and around the academy.

Pupils are expected to:

1. Aim to improve.
2. Work and co-operate with all staff.
3. Come correctly equipped for all lessons.
4. Complete homework and hand it in on time.
5. Use E-Praise to access and complete homework tasks.
6. Attend all lessons on time.
7. Talk to staff about problems and difficulties.
8. Respect all people and not physically or verbally abuse them.
9. Support fellow pupils by not accepting and reporting the abuse or bullying of others.
10. Respect all academy property and property of any other pupil.
11. Attend the academy dressed in accordance with the academy dress code.

12. Adopt the ethos 'Think of the other person'.

6. Rewards and sanctions

The Behaviour for Learning system has been devised to further improve behaviour within the academy by ensuring that good and outstanding performance is rewarded and celebrated and that any behaviour that detracts from the learning process has a consequence. The rewards and consequence system is outlined below, including a graduated response for serious misbehaviour, and persistent disruptive behaviour:

6.1 Responding to good behaviour

When a pupil's behaviour meets or goes above and beyond the expected behaviour standard, staff will recognise it with positive recognition and reward. This provides an opportunity for all staff to reinforce the school's culture and ethos.

Positive reinforcements and rewards will be applied clearly and fairly to reinforce the routines, expectations and norms of the school's behaviour culture.

Rewards System:

R1: Good work or effort on class or homework; participating in an academy event or helping a member of staff or fellow pupil. Pupils will be awarded 1 point.

R2: Very good work or sustained effort; assisting staff to run an academy event. Pupils will be awarded 2 points.

R3: Consistently high effort or outstanding work; being an excellent role model for other pupils. Pupils will be awarded 3 points and receive a recommendation for 'Student of the Week/Character Champion'.

R4: Exceptional work or progress; an excellent tracking form or annual report. Pupils will be awarded 4 points and receive a commendation to the Principal.

The points count towards the House Cup awarded at the end of the academic year.

6.2 Consequence System and Graduated Response:

C1: Verbal warning. This is intended to encourage a pupil to work without further disrupting the lesson.

C2: Second warning. Pupil moved within the classroom. The pupil will receive a negative point and this will be logged on their record. (not applicable in year 11)

C3: Persistent disruption after a C2. Timeout called and the pupil may be removed from the lesson.

An automatic C3 may also be issued for:

- Being late to the academy or a lesson without a valid reason (late to school is a lunchtime detention)
- Failing to hand in homework on time or to an adequate standard
- Using a mobile phone without permission

- Inadequate work
- Defiance
- Failure to attend a detention
- Inappropriate behaviour outside of lessons
- Eating in the corridor
- Chewing gum
- Walking away from a member of staff
- Littering
- Swearing
- Lack of correct equipment without a valid reason
- Abuse of the academy ICT system.

When a C3 is given the pupil will receive 3 negative points (organisation issues) or 3 negative points (behaviour issues) and a one-hour detention after the academy day. This will be doubled if they fail to attend.

The academy also runs a 5pm detention that is supervised by a member of the Senior Leadership team. Pupils may be placed into a 5pm detention for repeatedly failing to attend a detention, or as a sanction for another breach of the behaviour policy where this is deemed a suitable sanction. Parents will be notified of a 5pm detention

C4: Second failure to attend a detention; truancy from lessons; aggressive behaviour; serial disruption of lessons or lack of academy uniform without a valid reason. Pupils will be placed in isolation.

Mobile phones and devices/accessories

Pupils are permitted to bring mobile phones and electrical devices to the academy but do so at their own risk. Whilst pupils are in the building in the school day, from 8.30am – 3.05pm, (including detention) we operate a no mobile phone policy.

All pupils are expected to turn off and put away all electrical devices and accessories.

If a teacher sees or hears a device the pupil will be asked to turn it off and put it away in their bag and will also be issued with a C3.

If a pupil refuses to put their phone away or is rude towards the member of staff their mobile phone will be confiscated and handed to reception or the relevant pastoral team, whereby it can be collected at the end of the school day by the pupil. Repeat breaches of this or a serious breach, could result in the pupil having to hand their mobile phone over to their pastoral team at the beginning of each day.

Pupils are not permitted to use their mobile phone without permission whilst they are on the academy site. This includes break times, lunchtime, lesson change over and after school.

If a pupil decides to bring these items into the academy, then it is the pupil's responsibility to look after them.

8. Behaviour management

The Academies Trust implements a Behaviour for Learning policy that all staff follow. This policy compliments the TEEP model that provides structure for teaching staff with regards to lesson planning and delivery.

8.1 Classroom management

Teaching and support staff are responsible for setting the tone and context for positive behaviour within the classroom.

They will:

- Create and maintain a stimulating environment that encourages pupils to be engaged
- Display the Behaviour for Learning Policy and TEEP cycle
- Develop a positive relationship with pupils, which may include:
- Greeting pupils at the start of lessons
- Establishing clear routines
- Highlighting and promoting good behaviour
- Apply Behaviour for Learning policy consistently in dealing with low-level disruption

8.2 Detentions: The Law on Detentions

The 2006 Act makes it lawful for Academies to detain pupils aged under 18 without parental consent but with 24 hours' notice, at a variety of times, outside the academy hours as well as other times in the academy day.

The times outside normal hours when a detention without parental consent may be given are evenings (as previously), weekends and certain non-teaching days (training days).

Moreover, along with all other disciplinary penalties apart from exclusion, this sanction is now available to all academy staff in lawful control or charge of pupils and not just to teachers. The exception would be if a Principal chose to limit the power of detention to certain groups of staff.

Notification can be given by:

- Email
- Letters
- Phone call home

8.3 Academic and behaviour Reports: Pupils may be issued with a report by either their Tutor, Head of Year, a Curriculum leader or a Senior member of staff. These reports are issued for a variety of reasons that include:

- Monitoring academic progress
- Monitoring pupil engagement in learning
- Monitoring pupil punctuality to lessons
- Monitoring pupil relations/interactions with staff and peers
- Monitoring low level behaviour in lessons

8.4 Academy Behaviour Plan: Pupils who display repeated serious or disruptive misbehaviour may be placed on an eight-week Academy Behaviour Plan. This typically occurs following a suspension for persistent disruptive behaviour. This is an eight-week plan of support and close monitoring of the pupil, with clear targets for the pupil. Parents or carers are informed of the process.

8.5 Pastoral Support Plan: If a pupil fails to meet their targets or show an improvement whilst on an Academy Behaviour Plan, they will move to a Pastoral Support Plan, a sixteen-week plan to

support the pupil to improve their behaviour. Outside agencies may also be contacted to ask for further support. In exceptional cases, pupils may be progressed to a permanent exclusion rather than a Pastoral Support Plan being set up.

9. Fixed Term Suspensions and Permanent Exclusion:

The school can use suspension and permanent exclusion in response to serious incidents or in response to persistent poor behaviour, which has not improved following sanctions and interventions.

9.1 Definitions:

Suspension – when a pupil is removed from the school for a fixed period. This was previously referred to as a ‘fixed-term exclusion’.

Permanent exclusion – when a pupil is removed from the school permanently and taken off the school roll. This is sometimes referred to as an ‘exclusion’.

Direction off site – when a pupil is transferred to another school permanently. All parties, including parents and the admission authority for the new school, should consent before a managed move occurs.

Before deciding whether to suspend or exclude a pupil, the Principal will:

- Consider all the relevant facts and evidence on the balance of probabilities, including whether the incident(s) leading to the exclusion were provoked
- Allow the pupil to give their version of events
- Consider whether the pupil has special educational needs (SEN)
- Consider whether the pupil is especially vulnerable (e.g. the pupil has a social worker, or is a child looked after (CLA))
- Consider whether all alternative solutions have been explored, such as off-site direction or managed moves

The Principal will consider the views of the pupil, in light of their age and understanding, before deciding to suspend or exclude, unless it would not be appropriate to do so.

The parents will also be provided with the following information, without delay:

- The reason(s) for the suspension or permanent exclusion
- The length of the suspension or, for a permanent exclusion, the fact that it is permanent
- Information about the parents’ right to make representations about the suspension or permanent exclusion to the governing board and, where the pupil is attending alongside parents, how they may be involved in this
- How any representations should be made
- Where there is a legal requirement for the governing board to hold a meeting to consider the reinstatement of a pupil, and that parents have a right to attend the meeting, be represented at the meeting (at their own expense) and bring a friend
- That parents have the right to request that the meetings be held remotely, and how and to whom they should make this request

The Principal will also notify parents without delay and by the end of the afternoon session on the first day their child is suspended or permanently excluded, that:

- For the first 5 school days of an exclusion (or until the start date of any alternative provision or the end of the suspension, where this is earlier), the parents are legally required to ensure that their child is not present in a public place during school hours without a good reason. This will include specifying on which days this duty applies

9.2 Suspension: For persistent disruptive behaviour, or other serious misbehaviours, as outlined in the Definitions above, a suspension may be issued. These will typically be between one and five days dependant on the seriousness of the incident and previous behaviour record. The academy also issue internal suspensions (isolations) where appropriate as part of the graduated response and these may be issued prior to a suspension, or as an alternative if appropriate for an individual pupil.

9.3 Permanent Exclusion: At the discretion of the Principal, a pupil may be permanently excluded in response to repeated or one-off serious breaches of the academy's Behaviour Policy, as outlined in the Definitions above and as a last resort. When the decision is made to permanently exclude, a Trust Pre Exclusion Assessment Process is carried out to ensure that the process is rigorous. All aspects leading up to the exclusion will be investigated and the pupil is given the chance to present their viewpoint. A decision may be made by the Principal after thorough investigation, that on the 'balance of probabilities', a pupil is being issued with a permanent exclusion.

- A pupil may be permanently excluded if allowing the pupil to remain in the academy would seriously harm the education or welfare of the pupil or others within the academy.
- A permanent exclusion is also the final step on the graduated response, when a pupil has failed to respond to support or interventions and has failed their Pastoral Support Plan (if applicable).

9.3.1 Informing the governing board

- The Principal will, without delay, notify the governing board of:
- Any permanent exclusion, including when a suspension is followed by a decision to permanently exclude a pupil
- Any suspension or permanent exclusion which would result in the pupil being suspended or permanently excluded for a total of more than 5 school days (or more than 10 lunchtimes) in a term
- Any suspension or permanent exclusion which would result in the pupil missing a National Curriculum test or public exam
- Any suspension or permanent exclusion that has been cancelled, including the reason for the cancellation

9.3.2 Informing the local authority (LA)

The Principal will notify the LA of all suspensions and permanent exclusions without delay, regardless of the length of a suspension.

The notification will include:

- The reason(s) for the suspension or permanent exclusion
- The length of a suspension or, for a permanent exclusion, the fact that it is permanent

For a permanent exclusion, if the pupil lives outside the LA in which the school is located, the headteacher will also, without delay, inform the pupil's 'home authority' of the exclusion and the reason(s) for it.

The headteacher must notify the LA without delay of any cancelled exclusions, including the reason the exclusion was cancelled.

9.3.3 Informing the pupil's social worker and/or virtual school head (VSH)

If a:

- Pupil with a social worker is at risk of suspension or permanent exclusion, the Principal will inform the social worker as early as possible
- Pupil who is a child looked after (CLA) is at risk of suspension or exclusion, the Principal will inform the VSH as early as possible

This is in order to work together to consider what factors may be affecting the pupil's behaviour, and what further support can be put in place to improve the behaviour.

If the Principal decides to suspend or permanently exclude a pupil with a social worker/a pupil who is looked after, they will inform the pupil's social worker/the VSH, as appropriate, without delay, that:

- They have decided to suspend or permanently exclude the pupil
- The reason(s) for the decision
- The length of the suspension or, for a permanent exclusion, the fact that it is permanent
- The suspension or permanent exclusion affects the pupil's ability to sit a National Curriculum test or public exam (where relevant)
- They have decided to cancel a suspension or permanent exclusion, and why (where relevant)

The social worker/VSH will be invited to any meeting of the governing board about the suspension or permanent exclusion. This is so they can provide advice on how the pupil's background and/or circumstances that may have influenced the circumstances of their suspension or permanent exclusion. The social worker should also help ensure safeguarding needs and risks and the pupil's welfare are taken into account.

9.3.4 Providing education during the first 5 days of a suspension or permanent exclusion

During the first 5 days of a suspension, if the pupil is not attending alternative (AP) provision, the academy will take steps to ensure that achievable and accessible work is set and marked for the pupil. Online pathways such as E-Praise, Tassomai, Sparx Maths may be used for this. If the pupil has a special educational need or disability, the academy will make sure that reasonable adjustments are made to the provision where necessary.

If the pupil is looked after or if they have a social worker, the school will work with the LA to arrange AP from the first day following the suspension or permanent exclusion. Where this isn't possible, the school will take reasonable steps to set and mark work for the pupil, including the use of online pathways.

- In person meetings remain the default, however, parents/carers can request that a meeting be held via the use of remote access (carried out by electronic means e.g. Teams, live video link).
- PEX panels are heard by governors within 15 academy days.

All exclusions are at the discretion of the Principal.

- At any stage during this graduated response, the academy may recommend a Managed Move or direct that a pupil is educated at an alternative provision for a period of time. At all

points, the academy will work with families to provide the most appropriate form of support. However, where required the academy has the power to enforce certain behaviour interventions.

10. Other categories of serious behaviour

10.1 Off-site behaviour

Sanctions may be applied where a pupil has misbehaved off-site when representing the school, such as on a school trip or on the bus/public transport or making their way to or from school.

Any misbehaviour outside of the academy which results in reputational damage to the academy, and/or a breach of the behaviour policy can be investigated and sanctioned at the discretion of the Principal.

10.2 Malicious allegations

Where a pupil makes an accusation against a member of staff and that accusation is shown to have been malicious, the Principal will discipline the pupil in accordance with this policy.

Please refer to our safeguarding policy/statement of procedures for dealing with allegations of abuse against staff for more information on responding to allegations of abuse.

The Principal will also consider the pastoral needs of staff accused of misconduct.

10.3 Reasonable force

Reasonable force covers a range of interventions that involve physical contact with pupils. All members of staff have a duty to use reasonable force, in the following circumstances, to prevent a pupil from:

- Causing disorder
- Hurting themselves or others
- Damaging property
- Committing an offence

Incidents of reasonable force must:

- Always be used as a last resort
- Be applied using the minimum amount of force and for the minimum amount of time possible
- Be used in a way that maintains the safety and dignity of all concerned
- Never be used as a form of punishment
- Be recorded and reported to parents

When considering using reasonable force, staff should, in considering the risks, carefully recognise any specific vulnerabilities of the pupil, including SEND, mental health needs or medical conditions.

The academy's procedures follow the guidelines within the document – Restrictive Interventions, including the use of reasonable force, in schools, April 2026 [Click here for link](#)

10.4 Confiscation

Any prohibited items (listed in section 3) found in pupils' possession will be confiscated. These items will not be returned to pupils.

We will also confiscate any item, which is harmful or detrimental to school discipline. These items will be returned to pupils after discussion with senior leaders and parents, if appropriate.

A search can be carried out if the authorised member of staff has reasonable grounds for suspecting that the pupil is in possession of a prohibited item or any item identified in the academy rules for which a search can be made, or if the pupil has agreed.

An appropriate location for the search will be found. Where possible, this will be away from other pupils. The search will only take place on the school premises or where the member of staff has lawful control or charge of the pupil, for example on a school trip.

Before carrying out a search the authorised member of staff will:

- Assess whether there is an urgent need for a search
- Assess whether not doing the search would put other pupils or staff at risk
- Consider whether the search would pose a safeguarding risk to the pupil
- Explain to the pupil why they are being searched
- Explain to the pupil what a search entails – e.g. I will ask you to turn out your pockets and remove your scarf
- Explain how and where the search will be carried out
- Give the pupil the opportunity to ask questions
- Seek the pupil's co-operation

If the pupil refuses to agree to a search, the member of staff can give an appropriate behaviour sanction.

If they still refuse to co-operate, the member of staff will contact the Principal and/or the Designated Safeguard Lead to try and determine why the pupil is refusing to comply.

The authorised member of staff will then decide whether to use reasonable force to search the pupil. This decision will be made on a case-by-case basis, taking into consideration whether conducting the search will prevent the pupil harming themselves or others, damaging property or from causing disorder.

10.5 Use of Wand Screening for Prohibited Items

In line with the *Searching, Screening, and Confiscation Guidance 2022*, the school may use a handheld screening wand to detect prohibited items, including,

Knives or items that may be used as weapons

- Alcohol
- Illegal drugs
- Stolen items
- Tobacco, cigarette papers
- Fireworks
- Pornographic images
- Any article a staff member 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)

In addition, the school may also conduct a search on the following items which the school deem to be detrimental to maintaining high standards of behaviour and a safe environment:

- Vapes
- Electronic cigarettes

The use of a wand is a non-invasive method designed to maintain a safe and secure environment for all pupils and staff. If school has any concerns for the welfare of the pupils or staff, the Police may be contacted for further advice/assistance. Being in possession of a prohibited or banned item may indicate that the student is involved or at risk of being involved in anti-social or criminal behaviour and in some cases may be involved or at risk of child criminal exploitation. All incidents of searching and screening are reported to the Designated Safeguarding Lead, who will ensure the appropriate support is provided; this may include a referral to Children's Social Care.

If there is a concern requiring screening, a member of senior staff will be authorised by the Principal to carry out the search in a respectful and appropriate manner, ensuring the pupil's dignity is maintained. Should the wand detect an item the pupil will be encouraged to hand the item over. If a prohibited item is found, parents or carers will be contacted, and the item will be confiscated. Confiscated items will be disposed of safely and in accordance with the school's policies and legal requirements.

The school is committed to ensuring that all searches are conducted lawfully, proportionately, and respectfully, following the *Searching, Screening, and Confiscation Guidance 2022*. Regular reviews of the process will be conducted to ensure fairness and consistency.

All incidents of searching and screening are recorded on CPOMS.

10.6 Support after a search

Irrespective of whether any items are found as the result of any search, the school will consider whether the pupil may be suffering or likely to suffer harm and whether any specific support is needed (due to the reasons for the search, the search itself, or the outcome of the search).

If this is the case, staff will follow the school's safeguarding policy and speak to the designated safeguarding lead (DSL). The DSL will consider if pastoral support, an early help intervention or a referral to children's social care is appropriate

Searching and screening pupils is conducted in line with the DfE's [latest guidance on searching, screening and confiscation](#).

10.7 Online misbehaviour

The school can issue behaviour sanctions to pupils for online misbehaviour when:

- It poses a threat or causes harm to another pupil
- It could have repercussions for the orderly running of the school
- It adversely affects the reputation of the school
- The pupil is identifiable as a member of the school

Sanctions will only be given out on school premises or elsewhere when the pupil is under the lawful control of a staff member.

10.8 Suspected criminal behaviour

If a pupil is suspected of criminal behaviour, the school will make an initial assessment of whether to report the incident to the police.

When establishing the facts, the school will endeavour to preserve any relevant evidence to hand over to the police.

If a decision is made to report the matter to the police, the Principal and/or Designated Safeguard Lead will make the report.

The academy will not interfere with any police action taken. However, the academy may continue to follow its own investigation procedure and enforce sanctions, as long as it does not conflict with police action.

If a report to the police is made, the designated safeguarding lead (DSL) will make a tandem report to children's social care, if appropriate.

10.9 Zero-tolerance approach to sexual harassment and sexual violence

The academy will ensure that all incidents of sexual harassment and/or violence are met with a suitable response, and never ignored.

Pupils are encouraged to report anything that makes them uncomfortable, no matter how 'small' they feel it might be.

The academy's response will be:

- Proportionate
- Considered
- Supportive
- Decided on a case-by-case basis

The academy has procedures in place to respond to any allegations or concerns regarding a child's safety or wellbeing. These include clear processes for:

- Responding to a report
- Carrying out risk assessments, where appropriate, to help determine whether to:
 - Manage the incident internally
 - Refer to early help
 - Refer to children's social care
 - Report to the police
 - Or any other appropriate external agency

10.10 Malicious allegations

Where a pupil makes an allegation against a member of staff and that allegation is shown to have been deliberately invented or malicious, the school will consider whether to discipline the pupil in accordance with this policy.

Where a pupil makes an allegation of sexual violence or sexual harassment against another pupil and that allegation is shown to have been deliberately invented or malicious, the academy will consider whether to discipline the pupil in accordance with this policy.

In all cases where an allegation is determined to be unsubstantiated, unfounded, false or malicious, the academy (in collaboration with the local authority designated officer (LADO), where relevant) will consider whether the pupil who made the allegation is in need of help, or the allegation may have been a cry for help. If so, a referral to children's social care may be appropriate.

The academy will also consider the pastoral needs of staff and pupils accused of misconduct.

11 Child on Child abuse and Bullying

Bullying is defined as the repetitive, intentional harming of one person or group by another person or group, where the relationship involves an imbalance of power.

Staff are aware that children can abuse other children and this is generally referred to as Child on Child abuse.

Any form of bullying is unacceptable and will be investigated.

Bullying is, therefore:

- Deliberately hurtful
- Repeated, often over a period of time
- Difficult to defend against

Bullying can include, but is not limited to:

- Physical: hitting, kicking, pushing people around, spitting, or taking, damaging or hiding possessions
- Verbal: name-calling, taunting, teasing, insulting, making threats or demanding money
- Exclusionary behaviour: intimidating, isolating or excluding a person from a group
- General unkindness: spreading rumours or writing unkind notes, mobile phone texts or emails
- Low level disruptive behaviour: wearing "banter" and "horseplay" over a prolonged period of time
- Cyberbullying: bullying that takes place using technology. This may include bullying through the use of mobile electronic devices, social media or gaming sites
- Racist and Religious Bullying: A range of hurtful behaviour, both physical and psychological, that makes a person feel unwelcome, marginalised, excluded, powerless or worthless because of their colour, ethnicity, culture, faith community, national origin or national status
- Sexist and Transphobic Bullying: includes any behaviour, whether physical or non-physical, where sexuality is used as a weapon by boys or girls
- Homophobic Bullying: targets someone because of their sexual orientation (or perceived sexual orientation)
- Disablist Bullying: targets a young person based on their disability, special needs or health needs. This can include manipulative bullying where a perpetrator forces the victim to act in a certain way or exploiting a certain aspect of the victim's disability.

- Child on child Sexual bullying: sexual insults, sexual language/gestures, name calling, unwanted physical contact, sexual violence or harassment.

Details of the academy's approach within The Park Academies Trust to preventing and addressing bullying are set out in our anti-bullying policy. [Click here for link to Anti bullying policy](#)

12 Recognising the impact of SEND on behaviour

1. Principles

The academy recognises that pupils' behaviour may be influenced or impacted by a Special Educational Need or Disability (SEND). Behaviour may reflect communication difficulties, sensory sensitivities, unmet needs, or challenges with emotional regulation. While not every incident of misbehaviour will be linked to a pupil's SEND, the academy is committed to considering this possibility in each case and responding appropriately.

2. Case-by-Case Consideration

When incidents of misbehaviour arise, staff will assess whether the behaviour may be connected to a pupil's SEND. Decisions will be made on a case-by-case basis, ensuring that the response is proportionate, contextualised, and supportive. Staff will consider the pupil's SEND profile, adapt responses accordingly, and prioritise proactive, positive strategies.

3. Legal Duties

In addressing behaviour from pupils with SEND, especially where their SEND affects their actions, the academy will uphold its statutory duties, including:

- **Avoiding substantial disadvantage** to disabled pupils arising from school policies or practices, by taking reasonable steps under the *Equality Act 2010*.
- **Using best endeavours** to meet the needs of pupils with SEND, in accordance with the *Children and Families Act 2014*.
- **Securing and implementing the provisions in an Education, Health and Care Plan (EHCP)**, in partnership with the local authority and relevant external services where necessary.

4. Preventative and Supportive Measures

As part of fulfilling these duties, the academy will anticipate, as far as reasonably possible, likely triggers for misbehaviour and put in place support to prevent escalation. Preventative measures may include:

- High-quality teaching
- Consistent routines and clear expectations
- Personalised interventions where appropriate
- Adjustments to communication methods or environmental factors
- Pastoral or SEND support targeted to individual needs

All support and adjustments will be tailored to the specific circumstances and requirements of the individual pupil.

5. Fair, Inclusive and Safe Application of Sanctions

Where sanctions are necessary, they will be applied with consideration of the pupil's SEND and the context of the behaviour, whilst keeping all children and staff safe. The academy is committed to ensuring that pupils with SEND are supported, not disadvantaged, through the behaviour policy, and that responses promote safety, fairness, and inclusion for the whole school community.

13. Supporting pupils following a sanction

Following a sanction, the academy will consider strategies to help pupils to understand how to improve their behaviour and meet the expectations of the academy.

This includes measure such as:

- Reintegration meeting (following a Fixed Term Suspension)
- Academy report
- Increased contact with pastoral team (daily check ins)
- Adapted curriculum (where appropriate)
- Referral to outreach/support

14. Pupil support

The academy recognises its legal duty under the Equality Act 2010 to prevent pupils with a protected characteristic from being at a disadvantage. Consequently, our approach to challenging behaviour may be differentiated to cater to the needs of the pupil.

The academy's special educational needs co-ordinator and pastoral team will evaluate a pupil who exhibits challenging behaviour to determine whether they have any underlying needs that are not currently being met. Therefore, staff should refer to the pupil's pen portrait, ABP or PSP before deploying consequences to ensure that it is appropriate.

Where necessary, support and advice will also be sought from specialist teachers, an educational psychologist, medical practitioners and/or others, to identify or support specific needs.

When acute needs are identified in a pupil, we will liaise with external agencies and plan support programmes for that child. We will work with parents to create the plan and review it on a regular basis.

When possible, in-school interventions or targeted support from the School of Solutions Alternative Provision will be used to meet a pupil's individual needs and circumstances.

15. Safeguarding

The academy recognises that changes in behaviour may be an indicator that a pupil is in need of help or protection.

We will consider whether a pupil's misbehaviour may be linked to them suffering, or being likely to suffer, significant harm.

Where this may be the case, we will follow our child protection and safeguarding policy, and consider whether pastoral support, an early help intervention or a referral to children's social care is appropriate.

16. Pupil transition

To ensure behaviour is continually monitored and the right support is in place, information related to pupil behaviour issues may be transferred to relevant staff at the start of the term or year, this includes transition from KS2 to KS3.

Information on behaviour issues may also be shared with new settings for those pupils transferring to other schools. This may include a Managed Move through the Swindon Schools Together Partnership.

17. Training

Our staff are provided with training on appropriate behaviour management. Staff are aware of the support structure in place, including Heads of Year, Curriculum Leaders and Senior Management. Behaviour management will also form part of continuing professional development.

18. Monitoring arrangements

This behaviour policy will be reviewed by the Principal and Local Advisory Board biennially. At each review, the policy will be approved by the Principal.

19. Links with other policies

This behaviour policy is linked to the following policies:

- Safeguarding and Child Protection Policy
- Anti-Bullying Policy
- Equality Policy
- Online safety policy
- Drugs and substance use and misuse

20. Trust Board written statement of Behaviour Principles - [Click here for link to Behaviour Principles Written Statement](#)

- Every pupil understands they have the right to feel safe, valued and respected, and to be able to learn free from the disruption of others
- All pupils, staff and visitors are free from any form of discrimination
- Staff and volunteers set an excellent example to pupils at all times
- Rewards, sanctions and reasonable force are used consistently by staff, in line with the Behaviour Policy
- The Behaviour Policy is understood by pupils and staff
- The Behaviour policy (incorporating exclusions) explains that exclusions will only be used as a last resort, and outlines the processes involved in suspensions and exclusions
- Pupils are helped to take responsibility for their actions
- Families are involved in behaviour incidents to foster good relationships between the school and pupils' home life