



Code of behaviour for pupils

Work with your pupils to develop a code of behaviour. They need to own this document, so it is vital that they are involved in agreeing what it will contain. Break the code down into sections for them to talk about. Below is an example of what a code of behaviour might cover.

Respecting ourselves

We all have the right to be respected.

Respecting others

- We are polite to each other.
- We respect each other's differences.
- We recognise that everyone has the right to be heard.
- We respect that others are here to learn.
- We look out for each other by reporting any concerns to a staff member.

Behaviour

- We respond when we are asked to do something.
- We know how to behave and what to do in the event of a fire drill.
- We hold doors open for other people.
- We will not run in the corridors.
- We tidy up after ourselves, using the bins provided.
- We do not use bad language at any time.
- We will turn our mobile phones off or put them 'on silent' during lessons.
- We will attend classes on time and with the right equipment.
- We will let the school know if we are going to be absent.

We will not accept any of the following (can also be listed as DON'Ts):

- damage to property
- persistent refusal to accept school rules/discipline
- verbal abuse to staff/pupils
- physical aggression towards staff/pupils
- bullying (pick on or make fun of each other, stare at others, yell or shout at others, use equipment to be abusive or to cyberbully – for example to using mobile phone to send nasty messages, taking and sharing photos without permission, sending nasty emails)
- sexual misconduct
- substance abuse
- theft.

Signed on behalf of the students (eg. by a class representative for each class)

Signed: Date:

As well as classroom code of behaviour you should have a school code which applies to all and is given to parents and pupils at the start of each year. This should include details about the sanctions which will be followed if a child or young person breaches the code of behaviour.

Breach of this code of behaviour

This code of behaviour is only useful if it forms part of a process for guiding children and young people to receive appropriate support.

It is the responsibility of the Director, Saussan Khalil, to ensure that all children and young people attending Kalamna are informed of this code of behaviour and to confirm with them that they have seen, understood and agreed to follow it. Children and young people must also be made aware of the consequences if they breach the code.

Following the traffic light system

1. If a child or young person breaches the code of behaviour, the most appropriate sanction for a minor or first time breach will be to remind him or her about the code of behaviour and ask him or her to comply with it. Children and young people will be given the opportunity to reflect, enabling them to plan a positive response, with support from either staff or mentors;
2. **GREEN** If, having followed the above step, the child or young person continues to exhibit inappropriate behaviour, he or she should be referred to the appropriate member of staff who will give him or her a formal, green light warning;
Supportive interventions may need to be identified at this stage. The action should also be recorded in the discipline book and parents/carers informed;
3. **YELLOW** Any further persistent inappropriate behaviour will result in a more serious sanction being imposed (eg. restriction/suspension from the project facilities). This is a yellow light warning.
Again, supportive interventions may need to be identified at this stage. This action should also be recorded.
4. **RED** If these interventions are still not effective in helping the child or young person to change his or her behaviour, a red light warning may be needed, with further sanctions. It may be that at this point [insert name of school/organisation] will discuss with the child or young person and his or her family a possible referral for further support from other services.

Use of child protection procedures

If staff at [insert name of school/organisation] become concerned that a child's behaviour suggests either that he/she may be at risk of significant harm or that he/she may present a risk of significant harm to other children [insert name of school/organisation]'s child protection procedures will be followed and a referral may be made to the local authority children's social care department.

Such a referral would be discussed with the child and his/her family at the earliest possible opportunity, except in situations where this would possible endanger a child's safety or interfere with a police investigation.