

## Michaela Behaviour System

We develop all pupils in the habits of self-discipline and kindness, through preemption, consequences and support.

### **PREEMPTION**

All Year 7 pupils are explicitly taught, and deliberately practise our silence, entrance, exit and toilet routines and rules in their first week at Michaela. All teachers pre-empt any off-task behaviour in lessons, so that 100% of pupils are on task for every task in every lesson. Teachers insist on one voice in the classroom for instructions, explanations and discussions, and silence for reading, writing and practice. As soon as any *slouching, daydreaming, non-tracking or distracting* occurs, teachers swiftly use these preemptive reminders:

- 1. Silent non-verbal:** hand signal, eye contact, facial expression, shake head, sharp pause
- 2. Unnamed:** 'We're tracking. Just waiting for 100%. We need one person ... and 100%.'
- 3. Named:** 'David, we listen so we can learn. Thank you.'

### **CONSEQUENCES**

**1. A demerit** is given as a corrective reminder if a pupil makes a bad choice, breaks a school rule, or for:

- 1. disrupting or interrupting others in lessons (talking or whispering over instructions, explanations, discussions or silent practice)*
- 2. misbehaving in corridors (running, wrong side, chatting)*
- 3. persistently not tracking, not SLANT-ing or not concentrating*
- 4. incorrect uniform or equipment in lessons (no pen, pencil, ruler; loose tie or shirt untucked etc)*
- 5. reacting badly to a demerit or instruction (tutting or rolling eyes)*

**2. A detention** is given for 2 demerits in a lesson, or for:

- 1. no Maths practice*
- 2. poor self-quizzing practice*
- 3. incorrect equipment or uniform in registration (no ruler, pencil case, reading book; no blazer)*
- 4. lateness to school*
- 5. playfighting or swearing*
- 6. major corridor misbehaviour (pushing, tripping, shouting)*
- 7. cheating or note-passing in class*
- 8. using electronic equipment (confiscated until the end of the half-term)*
- 9. hesitating in handing over confiscated items*
- 10. eating/drinking non-Michaela food or chewing gum*
- 11. disrespecting staff*

**3. On Call** is removal from lessons to write lines and serve detention, for 3 demerits within one lesson, or for:

- 1. defying a teacher*

**4. Senior detention** is from 2.30pm-4pm for:

- 1. 3 behaviour detentions (including lessons, corridors, incidents)*

**5. Internal Isolation** from 7.30am-4.45pm is for:

- 1. failing to attend after school detention*
- 2. failing to complete Senior detention*
- 3. serious misconduct*
- 4. severe refusal to follow instructions, or rudeness to staff*
- 5. arriving in incorrect uniform*

**6. Saturday detention** is 9.30-11.30 in full school uniform for:

- 1. failing to complete holiday homework*

**7. Internal Exclusion** from 7.30am-4.45pm is for two days or more, for:

- 1. failing to attend or complete Saturday detention*
- 2. discrimination to another pupil*
- 3. major incident, or damaging the school's reputation*

**8. External Exclusion** for 5 days at the discretion of the Headteacher is for:

- 1. theft, graffiti or damage to property*
- 2. possessing dangerous objects, drugs or pornography*
- 3. bullying, or racial, sexual or homophobic harassment*
- 4. physical violence*
- 5. persistent disruption*
- 6. extreme defiance*
- 7. extreme rudeness*

**9. Governors' Hearing & Fixed Term Exclusion** is for

- 1. persistent disruption and disrespect*
- 2. Serious violation of school rules*

**10. Permanent Exclusion** is for:

- 1. carrying a weapon or illegal drug*
- 2. violence, abuse or assault against a pupil or staff member*
- 3. persistent refusal to follow school rules*

## **SUPPORT**

Misbehaving pupils are given the support of reflection letters to write, parental phonecalls and meetings, and self-control mentoring. Persistently disruptive pupils are positioned in every subject at the back of the room on an individual table. Pupils who persistently fail to complete their evening prep are supported with compulsory IXL club, reading club and self-quizzing after-school and in lunchbreak. Persistently late parents have phonecalls and letters home from tutors and senior team, miss half-termly reward events, and ultimately meetings with the Headmistress.

### **Stage 4: How Senior Detention works**

At 2.30pm pupils in senior detention are collected from lessons. They start self-quizzing in the hall. If pupils have an additional detention that day, they complete it afterwards from 4pm to 4.30pm.

### **Stage 5: How Internal Isolation works**

Internal isolation starts at 7.30am and ends at 4.45pm. If pupils are up to 20 minutes late, they make up the time after school until 5.15pm, with 3 minutes for every minute they are late. If they are 20 minutes late or more, they fail the day and must redo internal exclusion. Pupils complete self-quizzing in all subjects and do reading during this time in the referral centre. They do not eat family lunch with the rest of the school. The pupil must write, redraft and read out an apology letter to their form the next day. The parent is required to come in to school for a meeting, otherwise the child is not allowed back into lessons until the meeting takes place. In order for a pupil to return to lessons, a reintegration meeting must take place with a member of Senior Team or Head of Year. The pupil will remain in isolation until that reintegration meeting takes place.

### **Stage 6: How Saturday detentions work**

Pupils must arrive punctually by 9.30am in full school uniform, otherwise they fail the detention and are in internal exclusion from 7.30am to 4.45pm for three days during the following week. In Saturday detention, pupils complete two hours of self-quizzing. The parent is required to drop the child off at school and pick up the child afterwards.

### **Confiscation**

Confiscated equipment such as phones and MP3 players are confiscated until the end of the half-term. If a pupil hesitates in handing it over, we log them for the next detention. If they refuse to (or do not) hand it over, their item is confiscated until the end of the next half-term. If it is in the last two weeks of the half-term, it is confiscated until the end of the next-half-term.

If a pupil does not hand over the phone and it is in the last two-weeks of the half-term, it is confiscated for the next term, not just half-term.

### **Uniform**

Tutors check uniform in morning registration, and teachers check ties and shirts on exit from lunch. If a pupil has no tie, they are sent to the office to borrow one and logged. If a pupil has incorrect shoes, shirt or blazer, they are sent to the office to call parents.

### **Sport Kit**

On sports days, pupils should attend in sports kit. Details of sport kit are listed on our website. If a pupil fails to attend school wearing their kit, they attend sport but cannot participate. They do subject self-quizzing indoors at the sports facilities from 2.45pm until 3.45pm instead.

### **Discretion**

No behaviour policy can cover all eventualities. The Headmistress reserves the right to use discretion to help Michaela pupils make better choices and learn the right lessons.

### **Approval by Governing Body and Review Date**

This policy and plan has been formally approved and adopted by the Local Governing Body at a formally convened meeting.

Signed:  \_\_\_\_\_  
Chair of Governing Body

Date: 7 July 2016

Review date: July 2017

**End of Statement**