



Behaviour for Learning Policy

This policy is prescribed by The Good Shepherd Trust and all reference to 'the Trust' includes all Trust schools, the central team and subsidiary organisations.

Date adopted:		Last reviewed:	13/02/2025
Review cycle:	Annually	Is this policy statutory?	Yes
Approval:	Local Committee	Author:	Mrs S French
Local approval:	Local Committee	Local author:	Deputy Headteacher
Next Review Date of Template Policy:		13/02/2026	

Revision record

Minor revisions should be recorded here when the policy is amended in light of changes to legislation or to correct errors. Significant changes or at the point of review should be recorded below and approved at the level indicated above.

Revision No.	Date	Revised by	Approved date	Comments
1	12/2023	S French	01/2024	
2	13/02/25	A Grimm ond	10/2024	"Date Adopted by LC" corrected to October 2024 GST Control sheet template used Format brought in line with GST template, including section numbers
3	26/02/25	S French		6. Range of Consequences update: Reference to shadow classroom and managed moves to alternative provision deleted 8. Uniform: "excluded" now reads "suspended" 16. Homework: Show My Homework updated to Arbor Portal 17. Poor Punctuality: reference to Welfare Officer deleted. 18. "vapours" now reads "vapes".
4	08.12.25	A Grimm ond	n/a	School logo updated "Vice Principal" replaced with "Deputy Headteacher" "Principal" replaced with Headteacher"
5	13.02.26	S French	TBC	Policy fully rewritten for clarity, brevity, and alignment with current requirements

Part 1: Christ's College Behaviour Policy

1. Policy Aims

The policy aims to establish a consistent and fair approach to behaviour in line with legal duties and the mission of Christ's College. It promotes a culture where students behave respectfully, contribute positively and take responsibility for their actions. It also ensures parents, staff and students understand expectations, rewards and consequences.

2. Guiding Principles

Christ's College expects high standards of behaviour in lessons, around the site and in the community. Students are expected to:

- Treat others with respect.
- Follow instructions the first time.
- Move around the college calmly and safely.
- Attend the college in the correct uniform.
- Work to the best of their ability.

These expectations apply at all times, including when travelling to and from the college or representing the college.

3. Roles and Responsibilities

The Local Committee monitors the effectiveness of this policy. The Headteacher and the College Leadership Team ensure the policy is implemented consistently and that the environment supports good behaviour. Staff model positive conduct and apply expectations fairly. Parents support the policy and communicate relevant information about their child's needs. Students take responsibility for their conduct, contribute positively to their learning and support the learning of others.

4. Code of Conduct

Students must:

- Respect God and the Christian ethos of the college.
- Respect themselves and others through good behaviour, politeness and cooperation.
- Respect the college environment by keeping it tidy and looking after property.
- Respect their work by completing tasks to a high standard and supporting others to learn.

The reputation of the college depends on the behaviour of its students both inside and outside school.

5. Recognition and Rewards

The college uses recognition to reinforce positive behaviour. This includes:

- Verbal praise
- Written praise
- Postcard sent home
- Telephone call home
- Letter sent home
- Certificate and badges
- Sticker and stamps
- Mention in newsletter

- Student of the fortnight
- House points for:
 - Being ready for learning
 - Good classwork
 - Good homework
 - Outstanding work
 - Attendance
 - Punctuality
- Celebration assemblies
- Reward trips

6. Behaviour Management

All staff have the authority to challenge poor behaviour and apply consequences when students do not meet expectations. Staff will use professional judgement, apply the policy consistently and prioritise de-escalation where appropriate. Restorative conversations are encouraged to support learning from mistakes.

7. Consequences

The college uses a clear, structured sequence of consequences to maintain a calm learning environment and ensure all students can learn without disruption. Classroom practice follows a stepped approach that is applied consistently across all lessons.

Classroom behaviour steps

1. Initial disruption – Verbal Warning
The teacher identifies the behaviour and gives the student the opportunity to correct it.
2. Further disruption – C1
A C1 results in a 20-minute restorative conversation after school, during which the student reflects on the behaviour and agrees strategies to improve.
3. Continued disruption – C2 and removal
A C2 results in the student being removed from the classroom and placed into internal suspension for at least two lessons, including social times.

Detention escalation

Missed restorative (C1) detention: escalated to a 40-minute extended detention.

Missed extended detention: escalated to a 1.5-hour CLT detention.

Missed CLT detention: results in a placement in the Internal Suspension Room (ISR) for at least two lessons, including social times, the following day.

Additional serious behaviours

Refusal to attend ISR for any reason:

This will result in a Fixed Term Suspension (FTS). The ISR time must still be completed on the student's return.

Refusal to attend a lesson:

This results in ISR for at least two lessons, including social times.

Swearing directly at a member of staff:

This will result in a Fixed Term Suspension (FTS)

Internal suspensions, sanctions and escalations are applied fairly, proportionately and consistently. Adjustments may be made where reasonable for students with SEND or other identified vulnerabilities. Parents may be invited to support reintegration following serious incidents or repeated escalation.

8. Sexual Harassment and Sexual Violence

The college takes all concerns of sexual harassment or violence seriously and responds appropriately, taking into account the needs of those involved. Sanctions may include community service, internal suspension, fixed term suspension or permanent exclusion. Staff follow safeguarding procedures at all times.

9. Uniform

Students must wear the correct uniform at all times. Uniform expectations are published separately. Students who refuse to meet uniform expectations may be educated separately or suspended. Reasonable adjustments to uniform may be made on a case-by-case basis where appropriate. Any such adjustment must be sanctioned by the College Leadership Team in conjunction with the SENCO and the relevant Head of Year.

10. Personal Electronic Devices

Mobile phones must be handed in using the year group handing in system, each morning and collected at the end of the day. Students must not use phones or smart watches on site. Any breach results in immediate confiscation and collection by a parent or carer. Parents should contact the college office rather than their child directly.

AI-enabled glasses or any wearable device capable of recording, photographing or transmitting information are not permitted on site. These devices must be handed in each morning in the same way as mobile phones. Any use of such devices on site will result in immediate confiscation and collection by a parent or carer.

Should a student be found filming, recording or taking images of any members of the school community, while in school, this will result in a sanction which could include fixed term suspension or permanent exclusion.

11. Banned Items and Searches

The following items are banned in college by law:

- Knives and weapons
- Alcohol
- Illegal drugs
- Stolen Items
- Tobacco
- Fireworks
- Pornographic images

In addition to all of the above, the following items are banned by the college rules:

- Solvents
- Non-uniform accessories
- Shisha Pens
- Vaping products
- Energy drinks and fizzy drinks
- Laser pens
- Chewing gum
- Aerosols
- Medication not authorised by parents or prescribed appropriately
- ICT virus equipment

The college reserves the right to search students for prohibited items. Searches will only be conducted by authorised staff and will always prioritise safeguarding and dignity. All searches and outcomes will be recorded, and parents or carers will be informed as soon as practicable when a search for prohibited items has taken place, in line with statutory guidance. Searches involving the removal of outer clothing will be carried out by a member of staff of the same sex and witnessed by another authorised adult, except where there is a risk of serious harm. Metal-detector wands may be used for screening without physical contact. Staff will not search or access electronic data on personal devices unless permitted by law and will delete data only where legally justified.

12. Drugs

Supplying or distributing illegal drugs will result in permanent exclusion. Possession of illegal drugs will result in fixed term suspension and referral to the police, and may result in permanent exclusion depending on the seriousness of the incident. Students may be asked to empty pockets or bags where drug use is suspected.

13. Fighting

The college operates a no-touch rule. Physical aggression or retaliation leads to serious consequences including internal suspension, fixed term suspension or permanent exclusion.

14. Bullying & Harassment

The college will not tolerate bullying. This includes racism, sexism, homophobia, harassment or verbal abuse, either online or in person. The Anti-Bullying Policy outlines the procedures for reporting and responding.

15. Equipment

Students must arrive ready to learn with the required equipment: pens, pencils, a ruler, a calculator and a fully charged Chromebook, alongside any specialist items needed for lessons. Persistent failure to bring the required equipment will result in sanctions.

16. Fire Safety

Tampering with fire alarms or safety equipment is treated seriously and may lead to suspension or permanent exclusion. Any costs incurred are charged to parents.

17. Homework

Homework is set in line with the Homework Policy. Students who do not complete homework will be issued with a 20-minute sanction after college. Students who persistently fail to complete homework may be placed on a homework report, where further sanctions will be applied if homework is not completed. Staff may keep students after college hours if homework is not completed. Students and parents are able to access the homework set through the Arbor app.

18. Punctuality

The day begins at 8.25am. Students must arrive before this time and will be registered outside in their year group line-up area at 8.30am before being welcomed into the building. Late students must sign in at reception. Students who are late to school or any lessons will be issued with a 20-minute after-school sanction for each time they are late.

19. Smoking and Vaping

The college is a no-smoking site. Smoking or possessing smoking or vaping items leads to confiscation and sanctions, which may include detentions after school or fixed term suspension. Any confiscated items are not returned.

20. Inappropriate Language

Abusive or foul language is not tolerated. Language directed at or about staff will result in a fixed term suspension.

21. Conduct Outside of College

The college may sanction students for behaviour beyond the site that affects safety, reputation or order, in line with statutory powers. This includes conduct on the way to and from the college, on trips and visits, online, and in the community, whether or not a student is in uniform, where the student is identifiable as a member of Christ's College and their behaviour impacts safety, good order or the reputation of the college.

22. CCTV and Documentation Requests

CCTV footage is not released to parents or students because it may identify other students or staff and disclosure could breach data-protection and safeguarding requirements.

23. Physical Intervention

Staff may use reasonable force to prevent injury, maintain safety or preserve order, in

accordance with the Department for Education's statutory guidance 'Use of Reasonable Force in Schools'. Staff must act proportionately, follow safeguarding expectations and apply the DfE guidance at all times.

24. Malicious Allegations

False or malicious allegations against staff or students will result in sanctions. In line with DfE statutory guidance 'Keeping Children Safe in Education' (KCSIE), the college will manage allegations promptly, fairly and consistently, ensuring appropriate support for all involved and referral to the LADO or children's social care where required. Possible sanctions for students who make false or malicious allegations include written apology, restorative action, detentions, community service, extended time in the internal suspension room, fixed term suspension and, in the most serious cases, permanent exclusion. The college considers pastoral needs of all involved and may refer cases to children's social care.

Part 2: Suspension and Permanent Exclusion Procedures

The school applies suspensions and permanent exclusions in full accordance with the Department for Education's statutory guidance. Decisions are lawful, reasonable and procedurally fair. Suspensions and permanent exclusions are used only on disciplinary grounds to protect safety, good order and learning, and only after other behaviour strategies have been considered or exhausted. Permanent exclusion is a last resort.

1. Scope and principles

This section covers suspensions (fixed-period removals), permanent exclusion, off-site direction to improve behaviour, managed moves, and parents' rights to representations and review. It applies to behaviour in school and, where reasonable, outside school.

2. Legal framework and definitions

The school follows the Education Act 2002 (as amended), the School Discipline (Pupil Exclusions and Reviews) (England) Regulations 2012, related attendance and admissions regulations, the Equality Act 2010 and the DfE's statutory guidance on suspension and permanent exclusion (latest edition). "Suspension" means a fixed period removal; "permanent exclusion" means removal from the school roll; "off-site direction" means temporary placement at another setting to improve behaviour; a "managed move" is a consensual transfer to another school.

3. Thresholds and grounds for decision

A suspension may be used for a serious breach of the Behaviour for Learning Policy, or persistent breaches where lesser interventions have not succeeded. A permanent exclusion may be used where there is a serious or persistent breach and allowing the student to remain would seriously harm the education or welfare of others, or in response to a single, exceptionally serious incident. The school will not operate a "no exclusion" policy and will not use exclusion to circumvent statutory duties.

4. Decision-making steps

Before deciding, the Headteacher (or acting Headteacher) will ensure a proportionate investigation; allow the student to state their account; consider whether behaviour was provoked; and take account of known vulnerabilities, safeguarding context, SEND and any reasonable adjustments. Evidence is weighed on the balance of probabilities.

5. Notification duties

Parents are notified without delay, ideally by phone and confirmed in writing, with reasons, duration, start and end dates, arrangements for representations to the Local Committee, and the legal duty to ensure the student is not present in a public place during school hours for the first five school days without good reason. Where relevant, the Local Authority (including the student's home authority if different), the social worker for students with a social worker, and the Virtual School Head for looked-after children are notified without delay. Any cancellation of a suspension or exclusion is also notified without delay.

6. Education during suspension or exclusion

Students should complete work on their Google classroom, as appropriate, during the first five school days. From day six of a suspension (or from the sixth school day following a permanent

exclusion), suitable full-time education is arranged in line with statutory duties. For students with a social worker or who are looked after, the school and LA work together to arrange provision from the first day wherever possible.

7. Use of internal suspensions (in-school supervised removal)

The school may use structured internal suspensions as a time-limited, supervised response for serious misbehaviour short of external suspension. Internal suspensions keep students learning in a separate, supervised space; reinforce expectations; and reduce the risks associated with unsupervised time at home. They are recorded, reviewed and never used as isolation or seclusion. They do not replace external suspensions where thresholds are met.

8. Off-site direction and managed moves

Where appropriate, the school may direct a student off-site on a temporary basis to improve behaviour, with clear objectives, a review schedule and safeguarding arrangements. Managed moves may be considered as a consensual, planned transfer to a new start. Neither practice is used to coerce parents to remove a student. Off-rolling is expressly prohibited.

9. Students with SEND and other vulnerabilities

The school will make reasonable adjustments and consider whether unmet needs, diagnoses or external factors contributed to behaviour. Excluding a student with an EHC plan or who is looked after is avoided where possible, and only after additional safeguards and multi-agency discussion. Where appropriate, external assessments or support may be sought.

10. Attendance coding and register

During suspension, attendance is coded in accordance with national attendance codes. Where alternative provision is attended, the appropriate “educated off-site” or dual-registration codes are used. Following a permanent exclusion and the conclusion of all review rights, removal from the admission register is completed in line with statutory requirements and returns are made to the Local Authority.

11. Local Committee duties

The Local Committee (Discipline Panel) considers parental representations and must meet within statutory timescales where thresholds are met (e.g., permanent exclusion; suspensions totalling more than 15 days in a term; or where a public examination or national curriculum test would be missed). It considers whether the decision was lawful, reasonable and procedurally fair; whether legal duties were followed; and safeguarding and welfare. Decisions are recorded with reasons and communicated in writing.

12. Independent Review Panel (IRP)

For permanent exclusion, parents may request an IRP within the legal timeframe. Parents may request the academy trust appoint an independent SEN expert at no cost. The IRP may uphold the decision, recommend reconsideration, or quash the decision and direct reconsideration if it judges the decision flawed. The panel works from the evidence available to the governing board at the time, save where it is unreasonable to expect the board to have known of additional evidence.

13. Cancelling a suspension or exclusion

A suspension or permanent exclusion may be cancelled before governing board review. Parents, the Local Committee, LA, and any social worker or VSH are notified without delay. Days already served count towards the annual 45-day limit for suspensions.

14. Reintegration after suspension

A reintegration strategy will be put in place to secure a successful return. This may include a reintegration meeting with students and parents, regular reviews and targeted support. Part-time timetables are not used as a behaviour management tool and, if ever used, are strictly time-limited and reviewed.

15. Remote access to meetings

At parents' request, or where extraordinary circumstances make in-person impracticable, Local Committee and IRP meetings may be held remotely, provided fairness, transparency and full participation can be assured. If technical issues prevent this, the meeting will be rearranged without delay.

16. Data, equalities and monitoring

The school monitors use of suspensions, permanent exclusions, off-site direction and managed moves by term, cohort and protected characteristic, and reports to the Local Committee and Trust. Emerging patterns are reviewed to ensure compliance with the Equality Act 2010 and to improve practice.

17. Records and retention

All decisions, notifications, evidence packs, minutes and outcomes are securely recorded on the student's educational record and retained in line with statutory retention schedules.

18. Linked policies and documents

This section should be read with: Behaviour for Learning Policy; Safeguarding and Child Protection; SEND Information Report; Equality, Diversity and Inclusion; Attendance; Use of Reasonable Force; Anti-Bullying; and Complaints.