



## **Behaviour Policy**

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#### **1) *Expectations***

Young people are expected to abide by the school rules during their time at the school. This includes abiding by the rules concerning the following:

- Attitude to staff  
Attitude to other students
- Completion of class work
- Correct uniform
- Mobile phones and other restricted items
- Banned items (i.e. alcohol, illegal drugs, over-the-counter medicines, weapons)

#### **2) *Strategies in classroom***

- Teaching staff should develop and use their own reasonable and effective strategies to manage behaviour in their classes.
- It is reasonable for a staff member to ask a student to leave a lesson if they continue to misbehave after 2 warnings.
- During each lesson, one member of staff should be working in the hall to re-engage any student who is asked to leave. This could take the form of a five-minute break to calm down, refocus and return to class; or working outside the class for the duration of the lesson.

##### **a) *Break and lunch times***

- Each staff member has a break or lunch duty once a day.
- All staff should support duty staff in enforcing the rules (see below).
- Students may need to be barred from a recreational activity/area for a set period, or instructed to be with a member of staff in a separate area until the end of break time.
- Staff are encouraged to call parents/carers if they feel that this would help a student to improve their behaviour.

#### **3) *Rules***

These rules are displayed in both classrooms and both main recreational areas.

- Sit at your desk at the start of the lesson
- No swearing or insults
- Respect one another
- Follow instructions first time

- Food and drink are only available in the kitchen at breakfast, break and lunch time. The school day starts at 9.30am and finishes at 2pm
- The Mobile Phone and Uniform policies are also displayed in reception.

#### **4) Consequences for extreme or continuous negative behaviour**

The following list of behaviours that could lead to a fixed-term exclusion is not exhaustive and senior staff may implement fixed-term exclusions at their discretion.

- New Level Academy operates a zero-tolerance policy for violence. Assaulting other students always results in a fixed term exclusion of at least one day.
- If a student refuses to hand in a mobile phone or other restricted item, parents/carers will be consulted first to decide the best course of action. Options may include sending the student home on suspension, allowing them to return the item home and be marked as late or with a half-day absence depending on their return time, or placing the student in isolation on site.
- New Level Academy does not admit students who appear to be under the influence of alcohol or drugs onto the premises - unless sending them home would put their safety at risk. In this case, the ideal scenario is for a parent/carer to come and collect them. If this is not possible, the young person will work in isolation until safe transportation is arranged.
- Parents/carers are always informed of fixed-term exclusions, unauthorised absence and behaviour contracts by phone and by writing.

Referral schools/partners are always informed of fixed-term exclusions, unauthorised absence and behaviour contracts by email. Any relevant social workers, youth workers etc. should be CC'd in.

Parents/carers may be asked to accompany their child to school for a meeting before readmission can take place.

The following interventions can be used to target continuous low-level disruption, or repeated negative behaviour that would not warrant a fixed-term exclusion on its own.

- Students who routinely violate the school rule will be asked to sign a Behaviour Contract, addressing the specific rules they are in the habit of breaking.
- Breaking a Behaviour Contract three times will lead to a fixed-term exclusion of up to five days.
- Calling parents/carers, referral partners, social workers etc. in for a meeting may be used as a strategy to prevent poor behaviour from escalating to the point of a Behaviour Contract or exclusion.

#### **5) Recognising and rewarding positive behaviour**

New Level Academy operates the following positive points system:

- Students may earn up to 3 points per lesson for positive behaviour and engagement.
- Students may up to 3 points per day for positive behaviour at break times.
- Students may earn up to 3 points per day for arriving before 9.30am.
- Students may earn one point per day for wearing correct uniform.

The student achieving the highest number of points in a day will receive the lunch of their choice the next day - up to a value of £6 (double the usual cost of a student lunch).

Any student achieving 700 or more points in a term will be allowed to participate in a school trip.

Staff are encouraged to inform parents/carers of notable incidents of positive behaviour, or continuous patterns of positive behaviour.

#### **6)Recording all behaviour types**

- All staff should use Talaxy to record positive and negative incidents.
- Any positive or negative phone calls home should be recorded in Talaxy.

<b>This policy was created on</b>	<b>Signed on behalf of the organisation</b>	<b>Reviewed date</b>
September 2025	<i>T Springer</i>	September 2026