



## St. Joseph's Catholic Academy

### Staged Behaviour Procedures

#### Stage 1 – Failure to adhere to school rules

Any student who fails to meet our expectations will receive a debit. The **debit** must be placed in SIMS by Classroom teacher and in the student's planner. The student must copy a code of conduct (1/2 for SEND identified by SendCo) by 8.45am the next day and hand it to the teacher who gave the debit.

#### Stage 2 – Failure to complete code

If the student fails to complete the code, then the student is given 2 codes to complete by 8:45am the next day and hand it to the teacher who gave the debit.

#### Stage 3 – Failure to complete two codes of conduct

If the student fails to complete two codes of conduct then they will have a 25 minute detention with the department/teacher where the code was given. Member of staff must give the pupil a **debit** in SIMS "**detention**" and **complete the comment box**. The detention must also be written in the student's planner. The student will still have to complete the two codes from the previous stages.

#### Stage 4 – Failure to attend detention

The student now has a 45 minute detention with a member of the SLT on a Friday evening in the refectory. The CL must email SLT Pastoral and copy in HOH. The student will still have to complete all other sanctions they have missed. The member of staff must give the student a **debit** in SIMS "**failure to attend detention**" and **complete the comment box**.

#### Stage 5 – Failure to attend SLT detention

The student will face a fixed term exclusion and will complete detention at the end of exclusion. The student will still have to complete all other sanctions that they have missed. If the student fails to complete this stage they are at risk of further sanctions including permanent exclusion.

### Behaviour Referrals

A behaviour referral should be completed on CPOMS if you consider the action to be serious enough to be picked up by the pastoral team. Incidents could include but not limited to:

- Swearing in class
- Threatening or aggressive behaviour
- Racial, homophobic or sexual references
- Extreme defiance
- Bullying