



Esland North Limited

ED0012D - Behaviour



Introduction

This policy has been written with regard to the non-statutory advice: Behaviour in schools (2024) and Mobile phones in schools (2024).

This policy should be read in conjunction with the school's Child Protection and Safeguarding Policy, Whistleblowing Policy, Anti-bullying Policy, Online Safety and Staff Code of Conduct Policy.

At Esland Daven School, we aim for the development of the whole student encompassing all learning, including skill acquisition, building relationships with others, developing knowledge, and making progress through a variety of activities. These learning activities can be in the more formal setting of a classroom but should also be promoted in the more informal settings out of the classroom.

Learning to socialise, co-operate, negotiate, and collaborate are key skills that young people will need to adopt to become good citizens and take their place in society as young adults. Young people should be given the opportunities to promote their understanding of these issues and the teaching and residential care workers have a significant responsibility in this. The school also seeks to actively promote good values such as tolerance, the rule of law, individual liberty and democracy (FBV).

We understand our duties under the Equality Act (2010) including issues related to students with SEND and how we make reasonable adjustments.

At Esland Daven School, we endeavour to provide opportunities for student growth and development in the above areas, both in and out of the classroom. Personal, social and health education alongside Social, Moral, Spiritual and Cultural opportunities provide the backbone of the curriculum and materials are used to empower young people and develop a local and global sense of identity and responsibility.

It is important that the rules and expectations at Esland Daven School are adhered to, and that students are encouraged to discuss any problems they may have with a teacher or another adult. The rules are simple and straightforward to ensure understanding by all and are displayed around the building. However, we recognise that students do not sometimes act within the rules or expectations and on these occasions, staff must respond in a consistent, clear and purposeful way, to ensure that the school environment remains a safe and welcoming place for both staff and young people alike. Under no circumstances is any form of corporal punishment permitted, nor the use of Physical Intervention as a punishment.

Training

As a trauma informed setting, all staff are trained in several areas of SEN and disability, such as autism spectrum diagnosis, ADHD and attachment theory, plus areas of therapeutic parenting and prevention, protection and restoration techniques including PACE, ACEs, Zones of Regulation and mindfulness. As part of their induction, all staff also receive training in first aid and Physical Intervention and how to use this training to positively manage behaviour around the school. Staff are also routinely made aware of the contents of this policy and its aims and objectives in helping young people to manage their behaviour and to receive the best support from staff to achieve this.

Behaviour Management Systems

School rules

- No mobile phones, vapes, or cigarettes on site.
- Respect school property.
- Use kind words.
- Be on time and ready to learn.
- Be respectful to staff and peers.

Students earn points for positive behaviours such as respect, resilience, teamwork, and creativity, which can be exchanged for rewards.

Reward system

Points are reviewed and awarded at the end of each lesson. Points range from 0 to 5.

Points	Award band	Descriptor
5	Gold	On task; following all instructions; good listening, focus, effort and behaviour
4	Silver	Good listening, focus, effort and behaviour. Did not need reminding about these more than twice
3	Silver	Took some time to settle into the lesson. Needed to be reminded once about listening, focus, effort and behaviour
2	Silver	Took time to settle or wasted time in lesson. Needed to be reminded more than twice about listening, focus, effort and behaviour
1	Bronze	Refusal to work. Repeatedly ignoring staff instructions. Swearing, inappropriate, offensive or rude comments
0	Bronze	Any aggressive or threatening behaviour towards others, damaging property; significantly disrupting the learning of others

At the end of each day (2pm to 2.30pm), students who have achieved their points can have a reward (game, watch something, etc, in their classes). Students who have not achieved their points will have reflection time and complete a reflection sheet, which can gain points (0 to 5) depending on how much they engage with the activity.

- 5 points can be awarded maximum per lesson
- 25 points maximum per day
- 125 points maximum per week

Band	Weekly points	Reward
Gold	100+	Join with onsite silver activity, then lunch offsite the following Tuesday which students can pick
Silver	75+	Onsite activity (games, movie, music, etc)
Bronze	50+	Complete reflection activity with staff. Once completed, students can join silver reward activities

Raffle tickets (RTs) can be won for anything, including positive behaviour, completing a personal development target, or acts of kindness or respect. RTs go into a draw held on a Friday during the school rewards assembly; students whose names are drawn can pick a prize from the prize box (fidget toy or sweets).

Reflection Time

It is important for our students to reflect on their behaviour and these reflections are carried out regularly with a key adult to support personal development. Reflection may lead to positive praise for exceptional behaviour but may also indicate where restorative work or attunement is required.

Scope for Unacceptable Behaviour

We recognise that some students may struggle with behaviour due to past experiences. However, the school maintains clear, non-negotiable expectations to ensure a safe learning environment.

Examples of unacceptable behaviour include:

- Being unkind or bullying
- Rudeness or swearing
- Leaving lessons without permission
- Refusing to follow instructions
- Physical or verbal aggression
- Damaging property or theft
- Using banned substances or items
- Bringing in mobile phones or vapes

All incidents are recorded on CPOMS, and staff respond quickly to support the student and maintain safety.

- Physical assault on peer/adults.
- Behaviour likely to disturb the learning of others.
- Behaviour likely to cause damage to property or equipment.
- Behaviour where students have made malicious accusations against staff.
- Bringing in or using banned items.

This list of behaviours is not exhaustive but provides a framework for evaluating individual issues and approaches. We log behaviour which falls below our expected standards on BromCom in the following ways

Serious Incidents (including Physical Intervention)

From 1 April 2026, schools must record every significant incident involving the use of reasonable force or seclusion and report it to the pupil's parent or carer, in writing, as soon as practicable and no later than the same day. The record and the report to parents must include the time, date, location and approximate duration of the incident, why the intervention was assessed as necessary, the type and degree of force or seclusion used, and details of any physical injuries sustained. This duty applies in addition to, and does not replace, our existing practice of recording on CPOMS and informing the social worker.

If a serious offence (such as violence, aggression, or a criminal offence in school) occurs, a student can be suspended as a last resort for a fixed period of time.

The length of the suspension depends on the seriousness of the offence and the risk posed to other students. A suspension can start from an afternoon for a one-off offence that does not require police involvement, to a suspension of multiple days.

During this time, work will be sent home either in hard copy or by email. Therapeutic input may be required; this may also entail organising home tuition for a period of time until we feel that the student is ready to return to the school environment. The option of suspension will only be taken in exceptional circumstances. Should this suspension option be taken, the headteacher will discuss the reasons for the decision and make clear the proposed plan to enable the student to return to school.

If applicable, social workers will be informed at the point of an incident via an immediate telephone call or email. Once complete, the social worker and care home will receive an approved copy of the incident or Physical Intervention record by email from our Management Information System / school.

Consultation with a student's parent or carer must be undertaken to establish any reasons outside school which may have adversely affected the behaviour of the student and to establish whether alternative action should be taken to support the student. The following are examples where suspension may be used, but the decision must take account of the context and any earlier decisions on exclusion:

- Violence or intimidation towards staff and/or other young people, including bullying
- Serious vandalism
- Sexual or racial harassment (including electronic communications)
- Possession of, abusing or supplying drugs, alcohol or solvents
- Stealing
- Carrying offensive weapons
- Placing themselves in danger, eg climbing
- Persistent disengagement that impacts the good order of the school

A decision must not be made until the headteacher is in possession of all the relevant information and the student's involvement in the incident is clearly established. The exception to this is where there is an immediate safety risk to the student, other students or staff. Permanent exclusion will occur if there is persistent repetition of a serious offence.

In line with the statutory suspension and permanent exclusion guidance effective from 26 July 2026, the headteacher may also use safeguarding separation to protect a pupil or others where there is an immediate safeguarding concern, and may direct a pupil off-site for a defined period.

Return to School

Prior to a student returning to school following a suspension, the headteacher must consider a risk assessment to highlight any necessary changes to the supervision of the student in school. This may involve individual plans, changes to the timetable to keep the student away from another student, or an increase in staffing whilst the student is at school. On the day of return, the student must have a back-to-school meeting to explain how the return to school will be managed and to ensure the student is supported in not repeating the behaviour that required an exclusion in the first place.

Reflective meetings, which include restorative approaches, are used to ensure any teacher, care staff or student has a way forward and the forum to express their views, explain or understand the impact of their behaviour and, where necessary, apologise for their actions. If damage has occurred, the student is offered the chance to make reparation. In very serious cases of extreme damage, the school reserves the right to involve the police and will act on the advice provided.

Reporting of Serious Events

It is important that records of any serious incidents that occur in school resulting in a fixed-term exclusion are recorded on our Management Information System, CPOMS. These incidents are reported weekly as part of the Key Performance Indicators report produced by the headteacher to the executive headteacher and directors as part of their governance responsibilities.

A letter notifying the parent or carer of a suspension will also be written by the headteacher or deputy headteacher detailing the reasons for the suspension (and evidence where appropriate or allowed within confidentiality and legal bounds), the response required from the student (if any), a timeframe for re-inclusion and any stipulations attached to the return to education. In all cases, where applicable, a letter will also be sent to the student's social worker.

Adult Responses to Behaviours of Concern

Where appropriate, sanctions can be imposed on a student following inappropriate behaviour. The schools follow a behaviour matrix that outlines the behaviours of concern and possible adult responses, and it is imperative that any sanction imposed must be appropriate to the behaviour. In all cases, sanctions must be:

- Recorded on the Bromcom incident report
- Discussed with the student's carer or parent
- Appropriate to the reason for applying the sanction
- Not unnecessarily severe
- Understood by the student

If any of these cannot be fulfilled, a full discussion must follow involving the headteacher.

Retention of Rights

In addition to the above action, all staff and young people retain the right, without prejudice, to notify children's services, the LADO or police authorities following incidents of assault, theft or vandalism to their personal property by another person. (See safeguarding and whistleblowing policies).

We have a strict policy of no cigarettes, drugs or weapons on the school site (see the Prohibited Items section). Should a pupil be suspected of carrying any of the above, staff will request that their bags or pockets may be searched. This will only be carried out with the consent of the student. In the case of any of the above being found, they will be confiscated, and parents or carers advised. Any actions will be undertaken in line with DfE guidance: Searching, screening and confiscation (2022).

Individual Learning Plans and Individual Behaviour Support Plans are set and reviewed each half-term. Any behaviour issues identified through this process, and which are of concern to staff, will be fully considered by members of the SLT in order to ensure that the right approaches are established to assist individual pupils.

Prohibited Items

- Knives and weapons.
- Alcohol.
- Illegal drugs.
- Stolen items.
- Any article that the member of staff reasonably suspects has been or is likely to be used to commit an offence, or to cause personal injury to, or damage to property of; any person (including the student).
- Tobacco and cigarette papers.
- Fireworks.
- Pornographic images.
- Vapes/e-cigarettes.

Mobile Phone Statement

In line with DfE guidance, Esland Daven School is phone-free by default. Pupils do not have access to mobile phones, or other smart devices with similar messaging, recording or notification functionality, at any point during the school day, including lessons, time between lessons, break and lunchtimes. Any exception is by individual risk assessment only.

- Phones are handed in and stored safely in the school office.
- If seen, the parent or carer will be called to come and collect the phone.
- Repeat incidents will lead to further sanctions.
- Exceptions (eg for medical apps) will be risk-assessed individually.
- This policy, and how consistently it is applied, may be reviewed by Ofsted as part of inspection.

Policy Review

Date	Action (s)
August 2026	Mobile phone guidance included.
