

KING EDWARD VII SCHOOL POLICY

Consistent Conduct

Date: September 2026

Approved: GB

Leadership Team Responsibility: RG and JPK

Introduction: Changes are communicated to staff, students and parents.

1. Rationale

The Consistent Conduct Policy is a system that sits alongside our School values of INTEGRITY, CURIOSITY and RESILIENCE to promote, encourage and reward behaviours that support our students in being successful. The policy therefore also enables behaviour that challenges this to be dealt with consistently and effectively.

King Edward VII School is committed to:

- Supporting students' INTEGRITY in knowing who they are and what they are capable of - feeling understood and supported
- Supporting students' RESILIENCE in knowing they will be welcomed in a calm, consistent and positive learning environment
- Supporting students' CURIOSITY by providing outstanding teaching and learning

Aims of this policy:

The policy aims to:

- ensure that all students, regardless of ability, age and gender are praised, receive recognition and rewards, whenever possible and appropriate
- support staff in the classroom so that effective teaching and learning can happen
- support students in the classroom so that they can learn, progress and achieve
- ensure that the School is a calm and purposeful learning environment at all times
- clarify expectations of staff, students and parents/carers in contributing to the above

An essential prerequisite for the Consistent Conduct Policy to be successful is a consistent commitment from all staff to operate within the agreed framework

every day. It is one of our non-negotiable expectations of all staff. It is given high priority and is not an optional policy or framework.

All teachers and support staff in all areas of the school must recognise, praise and reward students appropriately. Praise and reward should outweigh sanctions, aiming to maintain a positive and inclusive culture within the School community.

Staff must have a thorough understanding of the Consistent Conduct Policy and use rewards and consequences accordingly. Sanction is not up for debate or negotiation.

A further essential prerequisite for the Consistent Conduct Policy to be successful is a consistent commitment from all students to operate within the agreed framework every day. It remains a non-negotiable expectation of all students in Years 7 to 13 to cooperate with staff requests and instructions at all times, straight away, as failure to do so disrupts the order of the School and may put themselves and others at risk.

The School's expectations are summarised in the following **Code of Conduct**.

Students will:

- speak and act respectfully to others, demonstrating integrity and curiosity
- show integrity by doing as asked by staff straight away
- respect and care for the School environment and the property of others with integrity
- show resilience by being prepared: arriving on time with correct equipment and sitting or going where they are asked to, following all lesson procedures
- show integrity by engaging positively with all work and doing their best
- follow School rules (regarding mobile phones, outdoor clothing, food & drink etc) with integrity and resilience
- always have their Identification card and lanyard and wearing this at all times on-site

2. Praise and Reward

We are committed to recognising and celebrating the success, achievement, and positive contributions of every student. Strong relationships, personalised praise and

meaningful recognition help students feel valued, motivated and proud of their accomplishments.

Through a consistent and equitable rewards system, including Achievement Points, we celebrate academic success, outstanding effort, positive behaviour, personal growth and contributions to the wider school community. A full list of all Achievement Points is available in Appendix A.

Our system promotes and recognises the demonstration of our core values — integrity, curiosity and resilience — in learning, conduct and relationships, fostering a positive and inclusive school culture where success and achievement are celebrated every day.

Y7-11

- Students will begin each lesson with a 'Meets Expectations' point and will retain this for meeting teacher expectations in the lesson.
- Students can receive additional achievement points from teaching staff for reasons including:
 - Showing integrity
 - Showing curiosity
 - Showing resilience
 - Outstanding classwork
 - A good standard of homework

Students will receive 3 achievement points weekly for achieving each of the following ('Meeting school expectations in the previous week'):

- 100% Attendance
- Outstanding conduct

As well as the awarding of achievement points, the School will recognise student success through a rewards system. Examples of this are seen below.

Daily:

- Core value slips

- Verbal praise by teachers
- Positive calls home

Weekly Rewards:

- Lucky Dip - Recognising School values
- Skip the queue lunch passes - 100% attendance
- KES TV
- Staff Shout Outs
- Canteen voucher

Half Term Rewards:

- Form time breakfast - Outstanding attitude or achievement
- Letters of praise from Key Stage 3 and 4 Assistant Headteachers

Termly Rewards:

- Rewards shop (Key Stage 3)
- Raffle - Conduct and Attitude
- Celebration assembly - Conduct and Core Values
- Attendance Rewards

End of year Rewards:

- Year 7 - Year 10 Conduct Reward Events
- KS3 Celebration Evening Academic/attitude
- Year 9 Leavers Lunch
- Year 11 Leavers Picnic
- Year 11 and Year 13 Prom
- GCSE and A-Level Leavers Certificate Evening

Outside the classroom

Student conduct outside of the classroom will be praised, rewarded, and sanctioned where appropriate.

Students may be awarded achievements points outside of the classroom for:

- Showing integrity
- Showing curiosity
- Showing resilience
- Extra-curricular participation

- Other positive contributions to the wider school community

Y12 - Y14

After each of the six review points during the sixth form students are awarded Achievement Points based on their application grade in lessons and their application grade with regard to independent work / homework across all their subjects. Achievement Points can also be added by teaching staff for homework completion, contributions to class, acting as an Ambassador etc. just as at KS3 and KS4. If a student arrives late to a lesson, a negative Behaviour Point should be awarded.

Achievement Points are also allocated to reward good or improving attendance.

Reward cards are sent to students with the highest Achievement Point totals after reviews.

3. Sanctions

Equally, students must be clear about expectations of their conduct in School. The main way of formally recognising that students have not met expectations is awarding Behaviour Points (**see Appendix B – Daily Rules in and around School on page 7**).

Behaviour in Lessons

If a student does not meet expectations during the lesson or is absent, the automatic Meets Expectations point will not be awarded.

Behaviour points will also be awarded to students for:

- Arriving late to lesson
- Not being equipped for learning
- Not following basic classroom rules (see Appendix D)

Disruption to learning is not tolerated and will be sanctioned through a clear Stage 1 – 3 System. This process is explained in detail within section 4 'Lessons'.

Students have clear guidelines on basic 'Out of Lesson' expectations. (See Appendix E). When students fail to meet these expectations, staff will:

- Challenge the student and explain why the behaviour fails to meet School expectations

- Award an 'Unacceptable Behaviour Outside Lessons' point (1 Behaviour Point)

If a student receives 3 or more 'Unacceptable Behaviour Outside Lessons' behaviour points in a week, they will receive a day in isolation.

4. Being Ready for School

ID Card and Lanyard

The ID card and lanyard is a compulsory item for students, underpinning the Consistent Conduct Policy. It is essential for safety and security, in addition to the efficiency of the Conduct policy, that all students are identifiable from their card with a clear and visible name and photograph.

The following rules apply in relation to the ID card:

- Students must wear their ID card **at all times**, using the lanyard provided
- Students must show this on request by staff at entrances, on first arrival each day
- No personalising, defacing or swapping of ID cards is allowed
- Students must show a member of staff their ID card, including the photograph and name, upon request at any time.

If a student is not wearing or able to produce their ID card, they will receive 2 Behaviour Points via Satchel. On the second occasion the student will receive a sanction, which could include gating at lunchtime, lunchtime or after-School detention and thereafter, the student will receive a further detention or a one-day period of Isolation (depending on their overall conduct record). 'Permission notes' from parents concerning lack of equipment will not be accepted as a way of avoiding consequences.

An ID card and lanyard is provided for each student free of charge at the start of the academic year **if they have not been given one before**.

Lost or damaged ID cards and lanyards will need to be replaced by the student at a cost of 50p for just the card (if the student already has a lanyard) or £1 for a card and lanyard. Replacements are purchased at Reception.

Compulsory Equipment

All students are required to bring the following equipment to school each day. This forms part of the Consistent Conduct Policy and supports readiness for learning.

The following items are compulsory:

- School bag
- Pencil case
- Black or blue pen
- Pencil
- Ruler

Daily checks and rewards:

Form Tutors will check equipment each morning during form time. Students who have all required items will receive Achievement Points for being prepared and ready to learn.

Consequences for missing equipment:

Students who do not have the correct equipment will receive a 'Lack of Equipment' Behaviour Point during Form Time. Repeated instances may lead to further sanctions, including an after-school detention.

'Permission notes' from parents will not be accepted as a way of avoiding consequences.

5. The role of the Form Tutor

The form tutor is a member of staff within the pastoral system that students see daily. During Tutor Time, tutors will ensure that students are ready to learn: that they have their ID card and correct equipment (pencil case, pen, pencil and ruler). They will also lead form groups in important activities regarding topics such as behaviour, attendance and punctuality, emotional wellbeing; progress (tracking data from their reviews and setting themselves short term and longer term future targets); current affairs and topical issues; student voice activities; safeguarding and online safety; activities to support transition at Post 16 and Post 18.

The pastoral role of the form tutor is important in ensuring that students are safe and well and are prepared for learning, including being clear about conduct in School.

Tutor Time:

Form Tutors are expected to follow the agreed programme of activities and must enforce normal classroom expectations for every student (coats off, bags on the

floor, mobile devices/earphones switched off and out of sight). Students must not be allowed to leave the form room unless a direct request from staff has been made.

6. Lessons

Start of lesson

For all classroom-based lessons, students:

- 1) Enter the classroom calmly, wearing their lanyard, and stand behind their desks
- 2) Before sitting down, ensure:
 - they have their equipment ready
 - their lanyard is visible
 - their coat is off, bag on floor.
- 3) Begin learning activity
- 4) Are silent while the register is taken and for the remainder of the starter activity

Students arriving late with no reason should be given 1 - Behaviour Point in Satchel. If staff know that they have caused/allowed a student to be late (e.g. keeping them behind after a lesson) they must accompany the student to the lesson or email the teacher before the end of that lesson so the student does not receive a -Behaviour Point.

End of lesson:

At the end of the lesson, students:

- 1) Stand up, push their chairs in and stand behind their desk
- 2) When instructed, leave the classroom and walk through the corridors in a calm, orderly way

All staff with direct responsibility for students are expected to participate in the "All Out, All In" approach. This requires staff to be visible and actively supervise corridors during every lesson changeover to promote a calm, orderly and safe environment.

Classroom consequences protocol:

A three step system addresses unacceptable behaviour or attitude, with the understanding that, for an incident of a very serious nature, the member of staff may need to escalate the matter straight to 'On Call' to remove a student.

The following protocol is not optional and is used by everyone:

First Warning – in-class intervention

- The teacher writes the student's name on the board
- The student is explicitly told this is their first warning and that they have lost their Meets Expectations +Achievement Point
- Warnings are individual and are not given to groups or whole classes.

Final Warning – final reminder of expectations

- The student may be asked to move seat if appropriate. The teacher places a tick against the student's name on the board
- The student is told this is their final warning and a -Behaviour Point will be recorded on Satchel

Students who receive their first/final warning can still receive 'Achievement Bonus' points if they actively engage in the remainder of the lesson or if they have done something else of note, e.g. produced positive homework..

On Call to remove student

- If problems persist or for serious incidents, 'On Call' is requested
- The student is removed to an identified classroom, e.g. Post 16 lesson, or to a safe supervised space. If possible, students should continue to work on the tasks from the lesson they have been removed from.
- On Call emails +yearchgrouponcall email group and copies in the classroom teacher with the following:

- o Date and period
- o Student's name and form
- o Teacher's name
- o Reason given for sending out
- The subject teacher completes a 'Referred Incident' on Satchel, including all relevant details, copying in their Curriculum Leader (Pastoral staff notified automatically)
- A detention is given as soon as possible
- A text message is sent to parents to inform them that their child has been removed from learning and that they will be attending detention.

Key Related Rules:

- If a student is sent out of lessons twice in a day they will receive a day of Isolation
- If a student does not conform to the Code of Conduct in Isolation they may be expected to repeat the day in Isolation, perhaps at the opposite site or may be suspended for a fixed term
- In the Isolation Room, students must work continually and not communicate with other students

See Appendix A – 'On Call' procedure

7. Point based policy:

We operate a point based system to recognise positive behaviour (+Achievement Points) and unacceptable behaviour (-Behaviour Points). All points are recorded on Satchel (also stored in SIMS) and the cumulative total (Conduct Points) is used to provide a picture of a student's behaviour throughout the academic year. Conduct data created is used to allow students to access rewards and to help identify students who may need interventions and extra support to improve their behaviour. At the beginning of each academic year, a student starts at 0 points.

The tariff below is subject to change and may be modified throughout the year to meet the needs of the School.

Trigger points will be reviewed at Inclusion Strategy Meetings:

- **Trigger 1:** Phone Call to Parents or Carers
- **Trigger 2:** Meeting with Parents or Carers if possible/appropriate or further phone-call/virtual 'meeting'
- **Trigger 3:** One day Isolation
- **Trigger 4:** Meeting with Key Stage Leader and/or the Assistant Headteacher. At the meeting it is made very clear that this is a formal warning and further instances of poor behaviour could result in trigger 5 where the student will be placed in isolation again.
- **Trigger 5:** One further day Isolation
- **Trigger 6:** One day Suspension considered and one further day in Isolation to catch up on work missed.
- **Trigger 7:** Behaviour Panel – with governors if appropriate
- **Trigger 8:** Further one day Suspension and re-admission meeting with Senior staff, in which alternative education provision will be considered/Governors notified.
- **Trigger 9:** Permanent Exclusion is considered. Governors' Disciplinary Panel.

At trigger 8, the Headteacher and senior staff meet to discuss potential permanent exclusion of a student. A decision is made, taking into account the following:

- The student's previous record
- Any threat to the health, safety and welfare of those in the School community
- Effects on other students' education
- Disruption of the School or wider community
- Any impact on the School's position within the wider community
- Precedents – how other students have been treated in similar cases (when appropriate)

The Headteacher reserves the right to permanently exclude any student at any point for persistent breaches of the Consistent Conduct Policy. We will permanently exclude any student where allowing them to remain in School

would seriously harm the education or welfare of the student or others in the School community. Equally, significant 'one off' incidents can lead to permanent exclusion as set out in our Exclusion Policy.

See Appendix B- Behaviour and Achievement tariffs. See Appendix C- Intervention list

8. Defiance:

Defiance, at King Edward VII School, means a refusal or failure to follow a direct instruction by a member of staff, having been given 10 seconds to make the right choice. Any student who is defiant, after being given 10 seconds, is automatically given one day in Isolation. In extreme cases or where a trend of persistent defiance is evidenced, a student may be suspended for a fixed term period. Staff should follow the following procedure:

- Member of staff asks a student calmly and respectfully to follow instruction
- If the student refuses or fails to do so, the member of staff should remind the student of the rule about Defiance and tell them that they have 10 seconds to make the right choice
- The member of staff should indicate that they have started counting and can count to 10 audibly or indicate that they are doing so
- After 10 seconds is up, if the student has not followed the instruction, the member of staff can inform them that this is being treated as Defiance
- Member of staff then calls Reception for on-call if in a lesson
- On the phone, they should clearly state that it is an instance of Defiance and the brief reason, so it is not processed as a standard detention
- They must then follow up as soon as possible by completing a 'Referred Incident' on Satchel, including all relevant details, explaining clearly why it is 'Defiance', copying in their Curriculum Leader if in a lesson
- The On-Call member of staff records DEFIANCE clearly when emailing +yeargrouponcall to notify

- Behavioural staff liaise with Year/Key Stage Team and Behaviour Managers, regarding sanction.
- Parents are informed of the Defiance and Isolation via phone call or Groupcall text message if unavailable by phone

9. Daily rules in and around School

In addition to the Code of Conduct students are reminded of the following specific rules, which are reinforced via Form Tutors and posters at the start of each academic year:

- Move around the School sensibly and quietly
- Adhere to rules regarding areas that are out of bounds and do not enter areas that are cordoned off or marked as 'closed'
- Ensure that you are appropriately, sensibly and practically dressed for School
- Do not wear hats in the School building and outdoor coats in lessons
- Ensure that you are fully equipped with pen, pencil, ruler and School bag
- Wear and clearly display your ID card at all times
- Mobile phones and other electronic devices including earphones must be always switched off and out of sight when on the school site.
- Eat and drink only in the allocated areas - never in lessons. Water is the only drink allowed in lessons in a sealable plastic bottle
- Do not chew gum in School
- Do not bring any items to School with the intention to sell them to others
- Do not bring or drink energy drinks in school
- Smoking including vaping is forbidden; if you are in Post 16 and choose to smoke or vape, this must be done out of sight of the School site

- KS3 students must not leave the site at break or lunchtime. KS4 students can leave the site at lunchtime with parental permission. KS5 students are allowed off-site at any time when they do not have a timetabled lesson.
- When School closes, KS3 and KS4 students should not be on site without staff permission. KS5 students can use the private study facilities such as the ILC1 / ILC2 until 5pm

The Code of Conduct should also be followed on journeys to and from School including on public transport

Students should expect to be challenged by any member of staff and - Behaviour Points added to Satchel if they are not adhering to any of these rules.

3 -Behaviour Points for Unacceptable Behaviour out of lessons in a week:

During a School week, if a student reaches 3 -Behaviour Points for unacceptable behaviour out of lessons, the following procedure will apply:

The year team will be notified by scheduled reports and will inform admin staff of this and a day of Isolation should be arranged. Parents are informed.

6 -Behaviour Points for Unacceptable Behaviour out of lessons in a week:

If a student reaches 6 comments in a week, the following procedure will apply:

When Year Teams receive notification of a 6th -Behaviour Point for this reason, they should inform admin staff of this and a day of suspension or further intervention should be arranged, parents are informed and a readmission meeting will take place with the Year Team, Behaviour Managers or Assistant Headteacher.

Student refusing to show their ID Card (fully or partially)

This is deemed as Defiance, therefore students have 10 seconds to make the right decision. If the student still refuses to comply, the procedure for Defiance will be followed.

10. Other Expectations:

Use of mobile electronic devices to record other students or staff:

Audio or video recording or photographing of any staff, students or visitors in a lesson or part of a lesson by students is not permitted unless this is part of the work

in the subject and has been requested and is supervised and monitored by a member of staff. All staff have received GDPR training and are aware of the regulations and permissions needed for using photography or videography in lessons as part of their specific subjects.

Audio or video recording of other students or staff involved in incidents in School is not permitted and there will be consequences if this takes place. This poses a safeguarding concern for members of the School community. Additionally, it is not permitted for students to share audio or video files of this nature. This includes sharing with other students within the School community or sharing with other young people and adults outside of the School. In particular, sharing files of this nature online and on social media platforms is not permitted and will be treated as a serious incident with consequences for students involved.

It is not permitted for students to make video recordings of any areas of the School site, inside or outside the School buildings.

Students Late to lessons:

Students who are late to lessons 3 times in one week are put on a gating report* or a text sent home. A further 3 late to lesson marks the following week will result in a detention. Further late to lesson marks will result in Isolation.

*Gating will be managed by students having to present themselves to a named member of staff four times over the course of a lunchtime, preventing them from going off-site.

Students Out of Lessons:

It is vital that students are not allowed out of lessons, except for emergencies and truly exceptional circumstances. On the rare occasion that a student must leave the classroom during lesson time, the teacher will issue an out of lesson slip and record the request to leave the lesson through SIMS. Students must expect to be challenged and the class teacher be emailed or the lesson visited to check if the student has permission to be out of class.

11.Mobile phone policy

With reference to the Guidance on mobile phones in schools, Department for Education (DfE), January 2026:

‘All schools should be mobile phone-free environments by default’ during the whole school day, ‘including during lessons, the time between lessons, break times and lunchtime.’

The School does not permit the use of mobile phones or other devices by Key Stage 3 and Key Stage 4 students anywhere on the School premises. Students may bring a mobile phone to School but it must be switched off, stored securely and out of sight upon arrival at the School gates and must remain so until the student has left the School site at the end of the day. This expectation applies equally to connected devices such as smartwatches, headphones, Air Pods and similar electronic devices. Any use of these devices on the School site will result in confiscation.

Expectation and Routine

Phones are switched off and kept out of sight from the moment that students enter the School site, and until they leave the site at the end of the School day.

Procedure for when expectations are not met

- Any member of staff can request a student's phone or other device (listed above) if it has been visible or heard.
- The student is required to hand the item to the staff member.
- If this does not happen, the member of staff will remind the student of the defiance clause in the Consistent Conduct Policy. The student will be given ten seconds to comply with the request.
- When the student hands in the phone it will then be taken to the School office.
- If this is the first instance, the phone will be returned to the student at the end of the School day. A second confiscation within the same half term will require collection by a parent, carer or responsible adult nominated by parent/carers.
- If the student refuses to cooperate, staff will follow the procedure for defiance and arrangements must be made to confiscate the device at a later point, along with a sanction for defiance.

Medical conditions

Students who have a medical condition that requires the support of a mobile phone, or other connected devices, may continue to use their device for this specific purpose only **in a specified, supervised location** and will be issued with a pass. If the device is used for any other purpose, or out of the designated place, sanctions will apply. The location will be communicated to students and parents/carers on an individual basis.

Special Educational Needs and Disabilities (SEND)

For students with a recognised SEND need relating to noise sensitivity, they may be permitted to wear ear defenders at social times and between lessons. This adjustment will be agreed with the Head of Achievement Support / SENDCO and any other appropriate parties. Students will be issued with a pass.

School trips, visits and extracurricular events

During trips and visits that take place within the normal School day, including events such as sports day, the same expectations and restrictions apply. Where a trip extends beyond the end of the School day, students will be permitted to use their phones to communicate with families regarding arrangements for return home. For overnight trips, staff will provide clear guidance to students regarding appropriate and permitted use of mobile phones outside of School hours.

Payments in the canteen

Payments will only be accepted with a ParentPay account accessed via PIN or by bank card.

Key Stage 5 students

Students in the sixth form are permitted access to their mobile phones and devices in certain situations, reflecting the increased independence and responsibility of this phase of their education. However, the expectation is that phones and devices are used responsibly and only when necessary for educational and study purposes.

Sixth form students must not use their phones and devices in public spaces that are shared with younger students. They must not use their phones or devices where they are visible to younger students.

Sixth form students remain subject to the School's Consistent Conduct Policy and misuse of their phone or devices will lead to the sanctions described above.

The areas of the School site and the School building where phones and devices be used by Key Stage 5 are below

No mobile phones or headphones	Mobile phones and headphones <u>can</u> be used
	Sixth form-only study spaces:

Space shared with Key Stage 4 students: • Library • Dining Room • B and C floor breakout areas • Any corridors • Anywhere else on the School site e.g. yard and field, including blue benches	• Independent Learning Centre 1 • If explicitly directed by staff in a sixth form only lesson, for a specific purpose (switched off and out of sight after)
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Staff use

Staff must not use their own mobile phone or devices for personal reasons in front of students during the School day or on the School premises.

Staff may need to use a mobile phone or similar device to discharge their professional duties in front of students - e.g. to issue rewards and sanctions, to use multi-factor authentication or contact another member of staff urgently.

Other items that may be 'confiscated' or disposed of:

- Chewing gum (disposed of)
- Energy drinks (disposed of)
- Cigarettes (disposed of)
- Lighters (disposed of)
- E-Cigarettes and vape pens (disposed of)
- Hats (if worn persistently inside the School building)
- Laser pens or any other laser product (must be collected by parents)
- Other items that pose a risk to students or staff

Any other items deemed to be inappropriate in School will be confiscated.

Personal Possessions and Valuables

Each individual student must accept responsibility for their own personal possessions and equipment whilst on the School site. Students should avoid

bringing valuable items into School and the School will not be held responsible for belongings lost or stolen in School.

Students can hand in any valuables to their PE teacher before starting PE lessons. Unfortunately, there are occasional incidents of theft from the changing rooms despite the best efforts of the PE staff. Handing in all valuables ensures that belongings are safe and secure while changing rooms are empty. School is not responsible for any theft or damage caused to valuables in the changing rooms if they have not been handed in and secured.

Food

At Lower School, students who bring a packed lunch will eat in the dining hall, or outside under one of the canopies.

At Upper School eating is only allowed on A Floor - the Dining Room, Bottom Corridor, STEM courtyard canopy or outside. Eating is not allowed in any of the Post 16 independent study areas. Students found eating food anywhere else will have a Behaviour comment added to Satchel.

12. Detentions

Detentions are issued by the School when students fail to meet School expectations. These may take place during lunchtime or after School.

Students will receive a detention if they:

- Are on called (removed) from a lesson
- Persistently fail to meet School expectations over the course of the previous week
- Fail to meet other School expectations during the school day

Failure to attend a scheduled detention will result in further sanctions.

13. Removal from Mainstream School

King Edward VII School will use removal from mainstream School when a student's behaviour negatively impacts the learning and/or safety of students, or damages the culture within school. Students removed from mainstream School may be sanctioned with isolation or a fixed term suspension.

If a student's conduct is persistently causing concern, staff in School may decide to implement an 'Off Site Direction', which involves the student spending between 5

and 30 days at another school. The School will always inform parents, but the final decision is made by the school.

Students may be removed from mainstream School for the following reasons. The table below shows examples and is not exhaustive.

Threatening/abusive or dangerous behaviour	Damage	Drug or Alcohol related	Persistent Disruptive Behaviour
Prejudiced/ offensive comments or harassment Physical intimidation, threat or assault Verbal threats and harassment Fighting and violence Bullying	Vandalism Graffiti	Smoking Using or supplying illegal substances Vaping	Defiance Persistent unacceptable behaviour out of lessons Failure to complete detention Attempting to sell items or asking for money from other students Truancy

13 a. Isolation

Isolation is a serious sanction and is used after careful consideration and always ensuring consistency and fairness. In addition to the classroom rules, students are not allowed to communicate with other students and must put their hand up to

communicate with the adult supervising. The warning protocols within isolation are the same as the warning protocols in classrooms (Please refer to section 4).

Break and lunch time is taken in the isolation room and at no point will the isolated student be allowed to socialise with other students. Students will complete reflective activities during their time in the isolation room to support them in understanding and improving their behaviour.

If a student is involved in a crucial event or examination whilst in isolation, a senior member of staff will make a decision on whether the isolation for that period should be rearranged.

If a student in Isolation is removed, following a final warning, they may be made to redo the Isolation at the opposite site or receive a suspension. Further failures to complete Isolation could result in suspension.

The level of commitment displayed by the student in Isolation will also be monitored at the end of each period. Full commitment and engagement with work is expected.

13 b. Suspension

Suspension is considered when it is deemed by Senior staff to pose too great a risk to the School community to allow a student to remain on-site. If a student had to be suspended on a number of occasions, Year Teams and Senior staff will consider further interventions (see Appendix C)

14. Permanent Exclusion

The Headteacher will consider the permanent exclusion of a student, using the criteria set out above (at trigger eight). The context of incidents and suspensions, and the time frame in which they have occurred, will also be taken into consideration, in line with the School's Exclusion Policy.

It is essential that all students, parents and teachers understand this framework and its consequences. At all times the intention of the policy is to halt any unacceptable behaviour which adversely affects teaching and learning and the welfare of students and staff.

15. Post 16 Students

The basics of the Consistent Conduct Policy also apply to KS5 students, who must all also wear their ID cards at all times.

An extensive range of -Behaviour Points and +Achievement Points can be used by staff.

The sanctions of a half day or full day in isolation, suspension and exclusion will be considered and applied for serious incidents. As the senior students at King Edward VII School, Post 16 students should be setting a positive example as role models.

Post 16 Independent study spaces.

There are a range of private study spaces available for KS5 students to use when they do not have a timetabled lesson. There is an expectation of behaviour in each of these to allow all students to be able to choose an appropriate area for private study and minimise disruptions from other students.

- Library – silent work
- ILC1– quiet work, not a social space
- Breakout spaces on B and C floor (ILC2 and Lab 11) – quiet work, not a social space
- Subject areas (Art, DT, etc) – quiet work on subject assignments
- Dining Room, Common Room and STEM Courtyard student shelter are social areas where eating/drinking is permitted. Food which has been purchased from the canteen is the only food allowed in there

Appendix A

Behaviour and Reward Tariffs

The behaviour tariff below shows examples of the most common examples of negative Behaviour Points and positive Achievement Points.

The tariff may be modified throughout the year, to meet the needs of the School.

Achievement Type	Points
Showing integrity in learning	1

Showing curiosity in learning	1
Showing resilience in learning	1
All 1s and 2s in review	10
Attending an extra-curricular homework or revision session	2
Average application score 1.00	99
Average application score 1.01 to 2.00	60
High standard of homework or other independent work	2
Homework done on time to an acceptable standard	2
Improved Attitude and Approach Score	30
Meeting school expectations in the previous week	3
Meets classroom expectations	1

Outstanding attendance (Half Term)	3
Outstanding Punctuality	3
P16 ambassador credit	5
P16 attendance at 90% or better at review point	20
P16 attendance at 97% or better at review point	60
P16 attendance improved by 10% at review point	20
P16 outstanding effort on study task, NEA, performance, presentation etc	4
Peer mentor	1
Representing the form group	2
Representing the school	3
Significant contribution to the school community	5

Significant improvement in learning attitude	1
Supporting other students in their learning	2

Behaviour Type	Points
3 or more late to lessons	1
Bullying	4
Dangerous/risk-taking behaviour	5
Defiance	5
Disrupting the learning of others	1
Dress code issue	1
Drugs/substance related	5

Failed gating report	1
Failure to attend detention	2
Failure to complete homework	1
Failure to follow classroom expectations	1
Failure to meet school expectations in the previous week	3
Fighting/aggressive incident	4
Gender related comment	5
Homophobic comment (not bullying)	5
ICT misuse	1
ID card issue	2
Lack of equipment	1

Late to lesson	1
Late to school	1
Leaving school site without permission	1
Multiple ID card issue detention	0
Offensive Language	1
On call called	2
Overdue library book	1
Persistent truancy	3
Phone misuse	2
Physical violence to staff	6
Physical violence to student	5

Post 16 student in isolation	10
Racist comment	5
Racist incident	5
Rude or disrespectful to staff	3
Rude or disrespectful to students	3
Sexual harassment	5
Smoking/vaping or being with a smoker	3
Theft	5
Threatening/intimidating behaviour to student/staff	5
Truancy	3
Unacceptable behaviour outside lesson	1

Vandalism	3
Verbal abuse to staff	5
Verbal abuse to student	4

Appendix C

Intervention List

The Intervention list below lists possible interventions that may be used, to try and engage students into positive learning.

- Staged report/Attitude & Approach report to pastoral/year team/Leadership Team
- Positive daily report
- Attendance report
- Communication with home, including:
 - Text
 - Phonecall
 - Letter/Email/Postcard
 - Meeting
 - Invitation to Coffee-Mornings/Information Sessions
- Gating – social time/lunchtimes
- Regular and systematic use of praise/incentives, including:
 - Staged Rewards system/tariff
 - Rewards phone calls

- Pastoral, Social or Academic Mentoring, including:
 - Discussions about preferred learning style(s) and communication to teachers
 - Emotional regulation support
 - Mentoring Report
 - Incentive and praise scheme
 - Communication with home/family
 - Peer Mentoring or 'Buddy' Scheme
 - Target group interviews
- Additional responsibility given, e.g. reception duty, student ambassador
- Behaviour Panel and Behaviour/Attendance Contract
- Behaviour Manager 1:1 Intervention – A structured six-week programme of individual mentoring designed to support students in developing positive behaviour, self-regulation and strategies for success.
- Behaviour Manager Group Intervention – The Crossing – A targeted group programme that focuses on developing students' sense of belonging, self-esteem and aspirations, while promoting positive relationships, resilience and engagement with school.
- Targeted 1:1 and group work with the Compass Behaviour Intervention Lead.
- Referral to other agencies for additional online or telephone support, if appropriate, including:
 - Family Intervention Service (previously MAST)
 - Inclusion and Attendance or Secondary Inclusion Panel
 - Community Youth Team, Amber Service, The Corner or Police support
 - Therapeutic services such as Door 43, Kooth, Golddigger
 - Social Care via Safeguarding Hub or completing a MACF
 - Health services such as CAMHS
- Student Support Plan
- Careers Interview to raise aspirations

- Endeavour or raising aspirations programmes – Personal Social Development
- Mediation and Restorative Justice
- Parenting Support (FIS)
- Personalised Support Plan
- Temporary Personalised Timetable and Alternative Provision
- Class group, form changes or changes in year-half
- Extra Tuition
- Planned temporary withdrawal from a subject.
- Learning Support Input and Intervention, including:
 - Educational Psychologist advice and support
 - Learning Support testing
 - Telephone Meetings with parents and student

- Off Site Direction - School-directed placement at another school for a fixed period of term
- Managed Move - A permanent transfer to another school



KING EDWARD VII SCHOOL

Consistent Conduct Policy

"Fac recte, nil time: Do right, fear nothing"

Classroom Expectations

Do as asked by all staff at all times



Coats and
hats/hoods off



Sit properly



Do as asked
straight away



Show focus and
attention. Listen
carefully



Bring correct
equipment



Respect others
and the School
environment



Complete all work
and present to the
highest standard



Wear your ID card
and keep name and
photo visible



Ask questions



KING EDWARD VII SCHOOL

Consistent Conduct Policy

"Fac recte, nil time: Do right, fear nothing"

Out of Lesson Expectations

Do as asked by all staff at all times



Hats/hoods off



Walk sensibly
around the
building



Do as asked
straight away



Phones are
switched off and
kept out of sight



Set a positive
example in the
community



Respect others
and the School
environment



Keep to your own
personal space



Wear your ID card
and keep name and
photo visible



Ask for help when
needed



KING EDWARD VII SCHOOL

Consistent Conduct Policy

"Fac recte, nil time: Do right, fear nothing"

Out of Lesson Expectations

Do as asked by all staff at all times



Hats/hoods off



Move sensibly
around the
building



Do as asked
straight away



Phones are
switched off and
kept out of sight



Outside at
lunch/break



Respect others
and the School
environment



Keep to your own
personal space



Wear your ID card
and keep name and
photo visible



Ask for help when
needed