



BEHAVIOUR POLICY 2025/26

CLIFTON COMMUNITY SCHOOL

Middle Lane, Rotherham, S65 2SN

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HEADTEACHER: Mrs A Leng



We are all members of the school community and it is expected that everyone acts with consideration and courtesy for others at all times.

Code of Conduct

All students are responsible for their own behaviour in and out of the classroom. They should take personal responsibility for their actions and follow the necessary sanctions placed on them by staff.

The policy is applied to all students on roll at the Academy and extends beyond the school day and premises when students are:

- Taking part in any school-organised or school related activity
- Travelling to and from school
- Wearing school uniform
- In some way identifiable as a student from the school

Or

- Participating in behaviour that could have repercussions for the orderly running of the school
- Posing a threat to another student or member of the public
- Adversely affecting the reputation of the school.

Student Classroom Conduct

- **Attend every day:** Attendance is crucial to academic achievement and students that attend everyday are successful in achieving their potential.
- **Arrive on time to school and lessons:** Being punctual is a clear indication that a student is on message and equipped to learn.
- **Wear full school uniform:** Wearing school uniform shows that *you take pride in your appearance* and are proud to be at Clifton Community School. It also creates a calm and business-like atmosphere.
- **Be equipped to learn:** All students must have a school bag and equipment. Students are also expected to have PE kit.
- **Listen to others:** Students must *listen to others* and follow the teachers' instructions without discussion. All requests from members of staff should be carried out without argument.
- **Be nice to each other:** No student should be disrespectful to, or show rudeness towards, anyone in school. Bullying will not be tolerated.
- **Mobile phones,** earphones and charging devices are not permitted to be used on the school site. They should not be seen, used or heard at any time.

Student Breaktime Conduct

- **Mobile phones,** earphones and charging devices are not permitted to be used on the school site. They should not be seen, used or heard at any time. If seen, used or heard they will be confiscated by a member of staff without exception.
- All students must put litter in bins.
- Do as asked first time by any member of staff.
- Act appropriately on corridors during lesson changeovers and break times.

Classroom Teacher Expectations

All classroom teachers are responsible for behaviour for learning within their own classroom. They should, in each lesson, take personal accountability for dealing with incidents and following through necessary consequences and restorative practice to ensure behaviour is approached with consistency.

Where support or additional intervention is needed classroom teachers should request additional assistance from:

1. Form Tutor
2. Their Subject Director/TLR Holder
3. The SEND Team
4. Relevant Key Stage Pastoral Team
5. The Senior Leadership Team

Approach to Behaviour for Learning

1. **Warn (Verbal warning)** - Reminder of classroom rules and expectations.
2. **Move (Final warning)** – Move the child and/or reinforce classroom expectations and give the student choices. Remind them of the next stage if they do not make the correct choice. 'You are on the verge of leaving the lesson.'
3. **Remove** – Send to sanctions – Instruct the student to leave the room and go to sanctions.

Cause for Concern (CFC)

If a student is causing a concern in school all staff can write a cause for concern. A cause for concern can be produced for a variety of reasons, such as:

- Lack of effort in lesson or during a task
- Poor behaviour in lesson
- Not doing homework
- Lack of effort in revision
- Poor behaviour at social times

When writing a cause for concern staff are expected to write the details of the incident and explain how the cause for concern is being dealt with. It is also expected that the concern is written in a clear and professional manner.

Cause for concerns are highlighted to students and referred to during form tutor time and/or by their Non-Teaching HOY/HOY. The form tutor and member of staff who has written the CFC will explain to the student, discuss their behaviour and give targets for improvement. This may result in further discussions with the student, teacher/staff member, parents and/or HOY/SLT.

The Clifton Way:

We say and do things in a certain way at Clifton Community School, referred to as 'The Clifton Way.' The Clifton Way allows us all to promote the skills and attributes we need in order to develop independence, responsibility and resilience to have a happy and successful life.

It defines who we are and what we stand for at Clifton Community School.



Working together in this way will help us all to ensure that Clifton students leave school able and qualified and ready to play their full part in the world.

Reward and recognition at Clifton Community School

At Clifton Community School we place significant importance on rewarding and recognising students who consistently meet our high expectations and demonstrate the Clifton Way.

Rewards include:

- Cause for Praise (CFP)
- Phone calls home
- Subject rewards
- Gold, Silver, Bronze Awards
- End of year Awards
- Attendance awards

Systems of Sanction at Clifton Community School

Students who break the agreed conduct as outlined above, at the member of staff's discretion, can expect:

- A verbal warning
- To be moved to a different seat
- Sent to the sanction room
- A detention (after school)
- To be sent to the Head of Year/Non-Teaching HOY
- Parents to be contacted

Sanctions Policy - Expectations of staff

A student will be sent to sanctions when their chosen behaviour is stopping the class from making progress.

The sanctions room referral is **not** the consequence.

- Students who arrive in sanctions will complete restorative work with the Pastoral Team and/or subject based work.
- A text message is sent to parents informing them that their child has been sent to sanctions and will receive a phone call home from the classroom teacher.
- Classroom teachers will complete the phone call home to discuss student behaviour before the following school day.
- All students who are sent to sanctions have a same day detention until 3.40pm as an immediate consequence.
- The classroom teacher must attend to complete restorative work with the student. Once completed they can leave the student with the Senior Leadership Team.

Detention Policy

At Clifton Community School we operate a same day detention policy in line with DFE guidance. Although it is not statutory to inform parents of students who require a same day detention we adhere to do so as it is good practice.

Detentions may also be given for reasons other than removal from a lesson. This will normally be dealt with during the school day. If the issue cannot be resolved within the school day, students may be referred for after school detention (until 3:40 or 4:00pm).

Expectations for students referred to a same day detention are:

- They will be escorted there by their Period 4 member of staff and/or the Pastoral team.
- They will complete restorative work with the teacher who referred them.
- The restorative conversations will take place outside the detention room, to avoid disrupting others in the detention.
- Where necessary, the Senior Leadership team will support the restorative conversations.
- They will complete any work brought down to the detention.
- They will complete the detention satisfactorily, following our expectations. Students who refuse to attend the detention room or are defiant during detention will have additional consequences and/or repeat the detention the following day.

At the discretion of the Headteacher:

Where behaviour is deemed severe the Headteacher may make the decision to:

- Remove a student from lessons under supervision.
- Provide respite at the WPT Cranworth Road Centre or, for TGA students, at Internal Exclusion.
- Provide respite at another school within the Multi-Academy Trust (MAT) or appropriate other school.
- Suspend a student from school for a fixed period of time.
- Issue an Off-Site Direction to another school or setting.
- Exclude a student from school permanently.

Further information around fixed period suspension and permanent exclusion can be found in our Exclusions Policy (on the school website) and also via the following link:

[Suspension and Permanent Exclusion Guidance](#)

Off Site Direction

To support a student with their behaviour, the Headteacher may decide that they may be educated somewhere else for a limited period of time. Targets are set for the student to improve against and a plan is created before the off-site direction begins.

The school does not need permission from parents to implement an off-site direction, however a discussion with parents/carers will always be held in order to maintain a good working partnership which has the best interests of the student at its heart.

Search, Screening and Confiscation

Students at Clifton Community School will potentially be searched and screened if there is suspicion or intelligence that a student(s) has a prohibited item on their person. Further information around searching, screening and confiscation can be found in our Search and Screening Policy and also via the link below:

[Searching, Screening and Confiscation Guidance](#)

If a student refuses to be searched and there are serious concerns that the student may be in possession of drugs/weapons or illegal items, then the police will be called for them to carry out the search either in school or at the police station. The student will be supervised and contained in an appropriate environment until the Police arrive.

Positive Handling (Use of Reasonable Force)

At Clifton, the use of positive handling is in line with the DFE guidance:

[Use of reasonable force in schools - GOV.UK \(www.gov.uk\)](#)

Our school is committed to ensuring that all staff and adults with responsibility for children's safety and welfare will deal professionally with all incidents involving aggressive or reckless behaviour and use positive handling in line with DfE and RMBC Children and Young People's Services (CYPS) advice, using Team Teach strategies where appropriate. If used at all, it will be in the context of a respectful, supportive relationship with the pupil. We will always aim to ensure minimal risk of injury, whilst maintaining dignity to pupils and staff. The overriding objective is to keep the child or others safe from harm which could result in the use of restraint techniques.

Key staff in the school have been trained in the methods of Team Teach (a recognised external provider of training for positive handling) and this approach will be adopted where possible. This does not mean that all staff who use positive handling have been trained in Team Teach methods.

Schools recognise that there is a need, reflected in common law, to intervene when there is an obvious risk to its pupils, staff or property.

The school will record any form of physical restraint in accordance with the guidance set out for staff, and parents/carers will be notified as soon as reasonably possible.

Litter

We expect our students to take pride in the appearance of their school. We do not allow them to drop litter and we urge parents to support the school over this matter. We make every effort to ensure that any litter that is dropped is picked up as quickly as possible so that the school always looks neat and tidy.

Chewing Gum

Chewing gum is not allowed in school.

Smoking/Vaping

Smoking is not allowed in any area of school or on the school grounds. This includes the use of E-Cigarettes & Vapes.