



Leighton Park School

Behaviour & Expectations

Both academically and socially we have the highest expectations of all our pupils. The Quaker ethos supports this, valuing each member of the community, recognising that everyone has something to offer. 'What to do at Leighton Park' published in the school calendar, sets out in detail our guidelines and regulations as well as offering recommendations and advice.

At Leighton Park we have our own system of rewards and sanctions (see policy on Rewards and Sanctions), recognising as we do that a framework is necessary if everyone is to be supported and allowed to develop in a secure community. In such an environment pupils can grow into balanced individuals, respecting and caring for others and recognising their responsibilities as members of the community both within school and in the wider community. Every classroom should reflect the spirit of the community, allowing development of positive individual qualities and giving pupils a sense of their own worth and of being valued by their peers and teachers.

If in exceptional circumstances, for the wellbeing of the whole class or discipline of individual pupils, it is necessary to send a pupil out of class, the following protocol should be followed:-

- *The pupil is to be sent to Reception with all their belongings, together with a note of explanation. Either a Deputy Head, Head of Sixth Form, Head of Fryer or Head of Middle School is to be informed as appropriate.*
- *Any such incident must be formally recorded in writing and a copy of this given to the Head of Department and the Deputy Head.*

The guiding principles of the School's policy on behaviour and expectations are that pupils act not only with common sense, honesty and good manners, but also with consideration for other people's feelings and needs before their own. It is often difficult for pupils to consider others before self, but it is an attitude to which the School gives high priority.

We all make mistakes and act foolishly sometimes. In such circumstance, honesty, an apology, and a determination not to do the same thing again are important responses. Staff will always try to be helpful and even sanctions, when they have to be applied, are given in that spirit.

At Leighton Park we are committed to providing a safe and secure environment for all members of the community. We expect everyone to behave with consideration and respect for others, regard for public and personal safety and adherence to the law.

Should any use of restraint by staff be required, it will be reasonable, proportionate and lawful. Restraint will only be used when immediately necessary and for the minimum time necessary to prevent a pupil from doing or continuing to do any of the following:

- committing a criminal offence
- injuring themselves or others
- causing damage to property, including their own
- engaging in any behaviour prejudicial to good order and discipline at the School or among any of its pupils, whether that behaviour occurs in a classroom or elsewhere.

Where restraint is used by staff, this is recorded in writing in the pupil's file.

Where a major punishment is administered, in line with the School's Rewards and Sanctions Policy, it will be recorded with the name of the pupil concerned, the reason for the punishment and the name of the person administering the punishment.

A pupil or parents may request a Governors' Review of the Head's decision to exclude, or require a pupil to leave, permanently. This request also applies to temporary exclusions, be they either for eleven School days or more, or for periods that prevent a pupil from taking a public examination.

A number of separate school rules and policies outline our precise expectations in these matters and should be referred to.

- Policy on Child Protection and Safeguarding
- Anti-bullying Policy
- Acceptable Use Policy for IT
- Policy on Discipline and Exclusions
- Policy on Student Motor Vehicles on the Park
- Leighton Park Non-Smoking Policy
- Drugs Policy

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