Ashington Academy

Behaviour Policy

Review date: September 2026

Date of next review: September 2028

North East Learning Trust

Review history				
Review Date	**Reviewer**	**Approved by**	**Date approved**	**Implementation**
September 2024	Colin McLaughlin	Head of School	September 2024	1 September 2024
September 2026	Colin McLaughlin	Head of School	September 2026	September 2026

Recent revisions		
Issue No.	**Date**	**Revisions made**
	September 2024	New Policy

1. Introduction

This Behaviour Policy encompasses statutory guidance on Suspension and

Permanent Exclusion from maintained schools, academies and pupil referral units in England, including pupil movement. Guidance for maintained schools, academies, and pupil referral units in England August 2026, and references Behaviour in Schools – Advice for headteachers and school staff February 2024. These can be read interchangeably with the behaviour policy. This policy operates in line with the requirements of the Equality Act 2010

Ashington Academy is part of the North East Learning Trust (NELT) and is dedicated to ensuring that our Academy supports the learning and wellbeing of students and staff. Cooperation, support, and respect are the foundations of our community, and we work hard to provide a safe Academy where students feel included in every aspect of Academy life.

The Academy encourages students to accept responsibility for their own behaviour. Promoting respect for others and highlighting the basic values of honesty, fairness, tolerance, and politeness are important aspects of Academy life. The establishment and maintenance of good order allows effective learning to take place and promotes a positive ethos in the Academy. Good behaviour and self-discipline have strong links to effective learning and are vital for students to carry with them both during and after their Academy years.

This policy outlines the expectations we have for students in terms of their behaviour, and sanctions that will be enforced should the policy not be adhered to.

2. Aims

The patterns of behaviour that we want in our Academy must be taught just as thoroughly and as consistently as the rest of the curriculum. In Academies and schools, most of the time, most students behave appropriately. However, there will be occasions in our Academy when students do not meet our expectations of their behaviour and this behaviour policy will help staff to deal with such situations.

At the Academy, all teaching staff, including student teachers, have the right to impose a range of sanctions up to and including an after-school detention should a student's behaviour warrant such a measure. The sanctions will be applied in accordance with the Academy's behaviour policy.

The Academy may also sanction students for misbehaviour outside of the school premises including online conduct.

The use of this range of sanctions is extended to certain support staff who are in frequent contact with students – Year Managers, Cover Supervisors, Lead Learning Mentors, Inclusion Manager, Seclusion Manager and Seclusion Facilitator.

Other support staff who do not have access to Systems and feel that a student's disruptive behaviour warrants a sanction beyond their remit should seek the advice of a member of the Senior Leadership Team who can issue a more significant sanction if deemed appropriate.

Regular visitors to the Academy and outside agencies also have the right to impose sanctions, having first discussed the incident with a member of the Senior Leadership Team.

Only the Executive Headteacher/Head of School may make the decision to recommend permanent exclusion and suspensions. The Deputy/Assistant Headteacher (Pastoral) has the right to place a student in the Behaviour Unit (BU) should the student's behaviour warrant such a measure.

3. Links with other policies

This policy should be read in conjunction with the following Trust and Academy policies:

- Acceptable Use Policy
- Attendance Policy
- Exclusions Policy
- Safeguarding Policy
- Special Educational Needs and Disabilities Policy

• Uniform and Equipment Policy.

4. Academy Behaviour Expectations for Students

At the Academy, we recognise that each member of the Academy community has a right to be treated with respect and to work in a clean, calm, and safe environment. To help us achieve this aim, we expect our students to:

- Show respect for others by working sensibly in lessons and not disrupting the learning of other students.
- Show consideration for others by moving around the Academy quietly and carefully.
  This means:
  - Opening doors for others.
  - Keeping to the left side of the corridor.
  - Walking down the corridor, not running.
  - Entering and leaving the Academy by the correct doors.
  - Bullying is targeted and repeated behaviour towards others for which there is zero tolerance. Unkind behaviour towards others is also unacceptable.
  - If students are being mean to you, do not suffer in silence, report the incident to a member of staff or make use of the online reporting available on EASI.

- Come prepared for the day wearing the appropriate uniform and bringing the necessary equipment. This means:
  - Bringing to the Academy a pen, pencil, and a bag large enough to carry an A4 folder Tutors will carry out an equipment check each morning.
  - Following the Academy Uniform and Equipment Policy.
  - Not bringing valuable items to the Academy
  - Not bringing to the Academy anything which could injure/harm another student.

- Attend the Academy regularly and arrive in plenty of time for the start of lessons.
  This means:
  - Being punctual for registration and lessons.

5. Systems

Systems is an onscreen live reporting system where parents/carers are able to see daily behavioural information as well as homework that has been set for their child.

Regarding homework, Systems will show what has been issued and deadlines for when the work is due to be submitted. It will show the subject, the issue and due date and the estimated completion time. It will also show which teacher set the homework, the title of the homework and instructions on how to complete it.

Systems will also show any positive behaviour points and rewards redeemed.

6. Six Step Behavioural Procedure

The Academy operates a six-step procedure as a means of addressing the problem of poor behaviour. Students who repeatedly disrupt lessons will be moved up the steps. The procedure can also be used in response to a single incident. Students' behaviour is reviewed on a regular basis through the Academy Inclusion meeting to determine whether Step moves are appropriate and/or where support or interventions are required

Step 0 – applies to every student and entails the monitoring of every student's behaviour.

Step 1/Target group - any student that has displayed a pattern of behaviour that is causing concern will be placed in the target group. This means that the student's behaviour will be closely monitored. A student is moved into the target group when it becomes apparent that they are accruing an unacceptable number of negative reports. Parents/carers will be informed that their child has been moved to the target group. The Deputy/Assistant Headteacher (Pastoral) will monitor the behaviour weekly.

Step 2 - should a student who has been placed on Step 1/ Target group continue to accrue an unacceptable number of negative reports, they will be moved on to the second step. At this stage parents/carers will be informed by letter and informed of the concern relating to their child's behaviour. The behaviour will come under closer scrutiny.

Step 3 - if the student continues to the smooth running of the Academy, they will be moved on to Step 3**.**

This move will result in the student being referred to the Academy's Pastoral Liaison Group (PLG). This is the Academy's multi-agency forum, which meets to discuss those students with problems relating to behaviour, attendance, social and emotional

difficulties, and bullying. The PLG may refer a student to other outside agencies if this has not already happened. Parents/carers are invited to the meeting and where a referral has been made because of a student's poor behaviour, the group will establish an Individual Behaviour Plan (IBP) for the student. The student will be set a number of behavioural targets, and the plan will run for approximately six school weeks. A review will take place during the plan and a final evaluation at the end of the plan. Parents/carers will receive a copy of the plan, and will be asked to sign the IBP. At Step 3 the Academy will assess the need for early help intervention and the student's SEND status will be reviewed.

Step 4 – should the student continue to disrupt the smooth running of the Academy the student will be moved on to Step 4**.** The student will again be referred to the PLG, this time to establish a Pastoral Support Programme (PSP). As with the IBP, the student will be set targets, and their behaviour will be monitored over a period of approximately six weeks. A review and evaluation of the PSP will be carried out and parents/carers will receive copies of both. Parents/carers will be invited to the meeting. Referrals to outside agencies for additional support may also be considered. Parents/carers and the student will be asked to sign the PSP.

Step 5 - should there be no improvement in behaviour, the student will be moved on to Step 5.

Step 6 - should the student continue to disrupt; they will be moved on to the final step in the procedure. A Head of School/Headteacher/Executive Headteacher contract will be issued.

If a student's behaviour does not significantly improve after reaching Step 6, the student will receive a Final Warning from the Executive Headteacher. Parents/carers will be informed that the warning has been given and will be invited to contact the Academy should any further clarification be needed. A new PSP may be established to offer any additional identified support.

If a student who has been given a Final Warning continues to disrupt lessons on a regular basis, then the Executive Headteacher/Head of School will consider making the decision to recommend a permanent exclusion.

The Academy reserves the right to bypass any steps should a student's behaviour warrant such action. This could mean making the decision to recommend a student's permanent exclusion in response to a single, serious breach of the Academy rules.

Movement on the step procedure is not one-way. When a student's behaviour improves over a sustained period of time, usually one term, the student will be moved down a step.

7. The Pastoral Liaison Group

The aim of the group is to adopt a multi-agency approach when dealing with students who are experiencing problems both in and outside of the Academy. This forms part of the Academy's Early Help internal offer. The forum is also used to establish and monitor PSPs and (IBPs). Information shared at the meeting is confidential to the members of the group.

The group may comprise of the following: Deputy/Assistant Headteacher (Pastoral),

SENDCO, DSL, Inclusion Manager, School Nurse, School Counsellor, Academy's

Attendance Manager, Year Managers, and any appropriate Behaviour Support staff. An invitation is also sent out to the parents/carers of the student under discussion. An invitation may also be sent to relevant external agencies. The student will also be asked to attend the meeting.

The majority of referrals to the group come from the Academy, and principally from the Deputy/Assistant Headteacher (Pastoral), who has an overall view of behaviour within the Academy. It remains, however, the right of any member of the group to make a referral. The referral is made to the Deputy/Assistant Headteacher (Pastoral), who is responsible for sending out all relevant information to the group members. The list below is by no means exhaustive, but identifies the major criteria for referral:

- Truancy.
- Crime.
- Students who have received a high number of suspensions.
- Students likely to be a danger to themselves or others.
- Drug involvement.
- Where there is a sudden deterioration in academic work and/or behaviour.
- When a PSP needs to be established for the student.
- When an IBP needs to be established for the student.

The Deputy/Assistant Headteacher (Pastoral) will send out information to the members of the group. This information may include curriculum reports, attendance details and the student's behaviour record.

8. Year Managers

Year Managers play an important part in monitoring the behaviour of students. Year Managers will monitor the behaviour of all students in their year group. Concerns about the behaviour of individual students will be brought to the attention of the Deputy/Assistant Headteacher (Pastoral). Year Managers may consider a range of strategies, including disciplinary sanctions, when dealing with unacceptable behaviour. These strategies include:

- Withdrawal of privileges (end of term treats).
- Letters of concern.
- Referrals to SLT.
- Referrals to the PLG.
- Placing a student on report.
- Recommending a student for placement in the BehaviourUnit (BU).
- Parental contact (letters/telephone calls/text messages/emails/meetings).
- Parental meetings.
- Use of outside agencies
- Using the system of consequences.
- Pastoral Intervention Programmes (PIPs).
- Home Intervention and Programmes (HIPs)

9. Consequences

- C1: verbal warning.
- C2: 15 minute detention (supervised by the subject teacher or a rota of staff).
- C3: 20 minute detention (supervised by pastoral staff).
- C4: 2 x 20 minute detention (supervised by pastoral staff).
- C5: 1 hour after school detention (supervised by the member of staff issuing the C5 or a member of the Senior Leadership Team).

10. Rewards

At the Academy, we believe that consequences help to underpin the boundaries of acceptable behaviour, but they must not be seen in isolation. They are part of the

Behaviour Management Policy which seeks to reward and encourage high standards of conduct and achievement. Indeed, a greater emphasis on rewarding positive behaviour may reduce the need for sanctions.

Rewards are as important as sanctions and we will reward students for good behaviour/work. The importance of rewarding students for good work and behaviour cannot be over-stressed. In our Academy, we will emphasise the positive! Rewards can be issued for the following although the list is not exhaustive:

- Positive attitude to learning
- Respectful towards staff and peers
- Community
- Safe practice
- Positive behaviour
- Supporting others
- Good attendance
- Punctuality
- Correct uniform and equipment
- Academic achievement
- Above and Beyond (e.g. culture vultures and extra-curricular)
- Sounds like an expert
- Homework
- Resilience

11. Breaches of Uniform and Equipment Policy

- Where a student is out of uniform parents/carers should contact the Year Manager to explain why this has happened. All breaches of the uniform policy will be logged to determine whether there is a pattern of uniform breaches that require a more focused approach.
- Any student coming to school and displaying a breach in uniform will be expected to accept any support offered by members of staff to rectify the situation.
- Breaches of the uniform policy, especially any breaches in which a student refuses support to rectify, may result in the student being withdrawn from

lessons and spending time in the BU. This will be recorded as an internal exclusion.

- Parents/carers will be informed of the action taken. This action may be taken even in cases where parents/carers have notified Year Managers.
- Where breaches of this policy continue, despite interventions and support from the Academy, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

12. Jewellery

- Students are permitted to wear up to one stud in each ear lobe. No other jewellery, other than a watch (smart watches are not allowed) is permitted.
- Breaches of the uniform policy with regards to jewellery will be logged to determine whether there is a pattern of breaches that requires a focused approach.
- Breaches of uniform expectations with regards to jewellery, singular or repeated, will be logged and parents/carers will be informed of any issues that need to be addressed or that require resolution.
- Breaches of the uniform policy with regards to jewellery, especially any breaches in which a student refuses support to rectify, may result in the student being withdrawn from lessons and spending time in the BU. This will be recorded as an internal exclusion. Parents/carers will be informed of the action taken. This action may be taken even in cases where parents/carers have notified Year Managers
- Where breaches of this policy continue, despite interventions and support from the Academy, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

13. Make-up

- The Academy's expectations with regards to make-up is that any make-up that is applied must be discrete. The judgement regarding whether or not the make-up is discrete will be made by members of staff and students will be expected to accept this judgement in a responsible manner.

- Breaches of the uniform policy with regards to make-up will be logged to determine whether there is a pattern of breaches that requires a focused approach.
- Students will be encouraged to resolve all breaches of the uniform policy with regards to make-up immediately or as soon as possible. Any refusal to resolve issues with make-up will result in further sanctions and parents/carers will be informed.
- Where breaches of this policy continue, despite interventions and support from the Academy, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

14. Hair

- A student found to be in breach of the Uniform and Equipment Policy in respect of their hairstyle and or/colour will be given a reasonable timescale to remedy this.
- Should a student continue to breach any aspect of the Uniform and Equipment Policy regarding hair style or colour (with or without notification from the parents/carers), it may result in the Academy opting to take further disciplinary action to address the problem. Sanctions may include after-school detentions, internal exclusions and recourse to the Academy's disciplinary step system.
- Where breaches of this policy continue, despite interventions and support from the Academy, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

15. Non-Participation in PE

All students are expected to participate in PE lessons. Where students are ill or injured parents/carers should notify the Year Manager and provided an explanation. In this instance it may be the case that the lesson activities will be adjusted so that performance is appropriate for the individual, or they will be given a role as a coach/officiator so that progress can still be made.

Students who arrive at the lesson without the correct kit and without an explanation will be given kit from the PE department, enabling them to participate in lessons. This kit will be clean and may also be a new and unworn piece of loan kit. Refusal to accept the kit offered by the Academy will result in the student receiving a sanction.

A student who fails to bring their PE kit but where a parent has notified the Year Manager will also be required to wear the PE kit provided by the Academy. This kit will be clean and may also be a new and unworn piece of loan kit. Refusal to accept the kit offered by the Academy will result in the student receiving a sanction.

If a student refuses to wear the kit provided by the Academy, the PE department will log the refusal and parents/carers may be informed if the issue is ongoing. The PE department will issue the appropriate sanction for refusing to wear PE kit. The sanction for refusal to wear kit supplied by the Academy is a one-hour detention.

Where wearing kit could aggravate a medical condition. In this instance parent/ carers will be asked to provide medical evidence to support this

If a student repeatedly misses PE lessons owing to a medical condition, parents/carers will be asked to provide medical evidence to clearly establish that the condition is serious enough to warrant the student's non-participation in the lessons.

16. Mobile Phones, Smart Watches and Smart Devices

The DfE has now issued **statutory guidance** which requires schools to maintain mobile phone-free environments throughout the school day. As a trust, we believe that schools should be calm, safe and focused environments where every child can thrive. We know that mobile phones can be a distraction to learning and social interaction and can present additional safeguarding concerns during the school day. Our phone-free approach helps students focus on what matters most: their learning, their friendships and their future.

Our expectations regarding smartphones, smart watches and smart devices are as follows:

- Mobile phones must be switched off and stored in bags before entering the academy site.
- Phones must remain out of sight and stored securely in bags throughout the school day.

- For the first breach of this rule, the mobile phone will be confiscated, and the student will be able to collect the mobile phone at the end of the school day.
- If a student refuses to hand a mobile phone to a member of staff when requested, the student will be issued an internal exclusion which will come into immediate effect.
- If the student refuses to accept the internal exclusion, the student is likely to be suspended.
- Repeated breaches of this rule will result in other disciplinary sanctions being used. These sanctions will include after school detentions, internal exclusions and, if necessary, suspensions. A temporary ban from bringing the phone onto the Academy premises will also be considered.
- For students who repeatedly breach this rule, the Academy may also insist that parents/carers collect their child's phone if it is confiscated in the future rather than the student collect their phone themselves.

The Academy will take very seriously instances where a mobile phone or any other device has been used to film, photograph or record staff or students without their permission. In such cases, the mobile phone will be confiscated, and the student's parents/carers will be required to come to the Academy to collect it and have a meeting to discuss the student's behaviour. Also, in such situations, the student will be given a formal warning.

Should the student be involved in another such incident the student will be moved immediately to at least Step 6 of the Academy's Behaviour Management Policy. On the student's return to the Academy, he/she will be given a final warning by the Executive Headteacher. A further breach of this rule is likely to result in a recommendation of permanent exclusion.

17. Out of Bounds

Students found in out of bounds areas will be given an appropriate sanction by a member of staff. The sanction will be determined by assessment of the situation and incident.

18. Swearing

Any student who is heard swearing will receive an appropriate sanction by a member of staff. The sanction will be determined by assessment of the situation and incident.

Where breaches of this policy continue, despite interventions and support from the Academy, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

19. Failure to Arrive at Lunchtime Detention

- A student who fails to attend at a lunchtime detention, the detention will escalate to a C4. . Continued failure to attend the detention will result in an internal exclusion in the BU and parents/carers will be informed.
- In cases where a student repeatedly fails to arrive at a lunchtime detention, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

20. Failure to Arrive at an After-School Detention

- Students who are absent from school on the day of an after-school detention will have the detention rearranged.
- A student who is present on the day of the detention but who fails to arrive at the detention will have the detention escalated to a C5. Parents/carers will be informed.
- If the student fails to arrive at the rearranged detention, providing they are not absent from school, the student will be given a one-day internal exclusion. In cases where a student repeatedly fails to arrive at an after-school detention, for whatever reason, the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

21. Truancy from Lessons

The first time a student is identified as truanting from the Academy and/or lessons, the parent/carer of the student will be contacted by telephone, and the student will be given a detention. The student's name will be placed on the truancy register and regular spot checks will be carried out to make sure the student is in lessons. Where breaches of this policy continue, despite interventions and support from the academy, parents will be invited to an in school meeting to discuss next steps. If a student is found repeatedly truanting, the academy reserves the right to use the full range of sanctions at it's disposal, including movement up the school's disciplinary steps, internal exclusion, suspension and in the worst cases, a recommendation to permanently exclude the student.

22. Leaving the Classroom without Permission

Any student leaving a classroom without permission will be given a one hour after school detention. Where breaches of this policy continue, despite interventions and support from the academy, the academy reserves the right to use the full range of sanctions at it's disposal, including movement up the school's disciplinary steps, internal exclusion, suspension and in the worst cases, a recommendation to permanently exclude the student.

23. Leaving the Academy Premises

• Any student who leaves the Academy premises without permission will receive an appropriate sanction by a member of staff. The sanction will be determined by assessment of the situation and incident.

• Any subsequent breaches of this rule will lead to sanctions and, if appropriate, internal exclusions and suspensions.

24. Alcohol

• Any student who possesses alcohol whilst wearing the Academy uniform will receive a suspension. The student will be given a formal warning and will be moved immediately to Step 6 of the Academy's Behaviour Management Policy, the final step prior to a permanent exclusion.

• On the student's return to the Academy, he/she will be given a final warning by the Executive Headteacher/Head of School. A further breach of this rule is likely to result in a recommendation of permanent exclusion.

• A recommendation of a permanent exclusion can be made after a first breach of this rule if the situation is considered particularly serious or harmful.

• If the student possesses alcohol whilst wearing the Academy uniform a second time, a recommendation of permanent exclusion will be made.

• Where any student who 'spikes' the drink of another student with alcohol there is likely to be a recommendation of permanent exclusion

25. Smoking/Vaping

The Academy is a non-smoking site and non-vaping site. This applies to staff and students alike. There will be serious consequences for any student who chooses to breach the no-smoking/vaping rule repeatedly and/or brings tobacco and/or ecigarettes on to the Academy site. These consequences are outlined below:

• 1st breach: a one hour after school detention.

• 2nd breach: the student may receive a one-day internal exclusion.

• 3rd breach: the student may receive a further internal exclusion and parents/carers will be invited to attend a meeting with a senior member of staff to discuss the issue. If the student is not on one of the disciplinary steps, he/she will be moved on to Step 2. If the student is already on a disciplinary step, he/she may be moved up to the next step at the discretion of the Deputy/Assistant Headteacher (Pastoral).

• Consequent breaches: where breaches of this policy continue, despite interventions and support from the Academy, the Steps system will be utilised to and the Academy reserves the right to use the full range of sanctions at its disposal, including movement up the school's disciplinary steps, further internal exclusion, suspension and in the worst cases, a recommendation of permanent exclusion.

• Any student who repeatedly breaks the no-smoking/vaping rule will be offered the opportunity of speaking to the school nurse for advice on how to quit

smoking/vaping and a Pastoral Intervention Plan will be put in place to support the student.

26. Weapons

• A student bringing a weapon onto the Academy premises is likely to be permanently excluded. A judgement will be made as to the level of threat the weapon itself represents to the health and safety of the other students.
• Weapons include knives, darts, guns of any description, including air pistols and BB guns.
• In all cases of a weapon being brought onto the Academy premises, the police will be informed.

27. Illicit Substances

• The priority in all incidents relating to the use of illicit substances is the health and safety of the student.

• Any student who possesses illicit substances whilst wearing the Academy uniform will receive a suspension. The student will be given a formal warning and will be moved immediately to Step 6 of the Academy's Behaviour Management Policy, the final step prior to permanent exclusion.

• On the student's return to the Academy, he/she will be given a final warning by the Executive Headteacher/Head of School. A further breach of this rule is likely to result in a recommendation of permanent exclusion.

• A recommendation of a permanent exclusion can be made after a first breach of this rule if the situation is considered particularly serious or harmful.

• Should the student for a second time, possess illicit substances whilst wearing the Academy uniform there is likely to be a recommendation of permanent exclusion.

• Any student who encourages, enables, or forces another student to use an illicit substance, with or without the student's knowledge, there is likely to be a recommendation of permanent exclusion.

28. Making a false allegation against a member of staff

Any student found to have made a malicious and/or false allegation against a staff member may be excluded. This may be a suspension or permanent exclusion may be recommended depending on the circumstances.

29. Inappropriate use of social media

Any student who uses any form of media, including social networking media inappropriately, which is deemed to cause offence or harm to any member of the school community may be excluded. This may be a suspension or a recommendation of permanent exclusion depending on the circumstances.

30. Bringing the good name of the school and/or staff in to disrepute

Any student who brings the good name of the school and/or staff into disrepute in the public domain may be excluded. This may be a suspension or a recommendation of permanent exclusion depending on the circumstances.

31. CCTV

The Academy may use CCTV for the purpose of maintaining order and good conduct and managing behaviour and safety. Please refer to CCTV Policy.

32. Respecting persona boundaries and physical contact

The academy is committed to providing a safe, calm and respectful environment in which all students can learn and thrive. Central to this is the expectation that students respect the personal space, boundaries and physical safety of others at all times.

Students must understand that behaviours which may be intended as playful or friendly can be experienced by others as uncomfortable, intimidating or harmful. Personal boundaries should be respected. Play fighting, rough play, or any form of fighting or unwanted contact is not permitted and will be addressed through the behaviour system in school.

Where a student is involved in a fight whilst wearing academy uniform, whether on site or representing the academy in the wider community, the academy reserves the right to apply the behaviour policy.

33. Screening, searching and confiscation

The Academy's general power to use sanctions, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a student's property as a disciplinary penalty, where reasonable to do so.

"Property" is defined within this policy as "any goods in the student's possession, over which the student appears to have control".

Please refer to the DfE guidance, Searching, screening and confiscation: Advice for headteachers, school staff and governing bodies for further information.

34. Confiscation of Inappropriate Items

There are two sets of legal provisions which enable staff to confiscate items from students:

- The general power to discipline enables a member of staff to confiscate, retain or dispose of a student's property as a punishment and protects them from liability for damage to, or loss of, any confiscated items where they have acted lawfully
- The power to search without consent for weapons, knives, alcohol, illegal drugs, stolen items, tobacco and cigarette papers, fireworks, pornography, or any article that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence or cause personal injury to, or damage to the property of, any person (including the student). Drugs, other substances, stolen items, weapons and knives and pornography must always be handed over to the police, otherwise the Academy has the right to decide when and if to return the confiscated item.

35. Screening

Though at present this is not in operation, nor are there plans to introduce such a system, the Academy can require students to undergo screening by a walk-through or hand-held metal detector, even if the student is not suspected of having a weapon. This can be done without the consent of the student. Were the Academy to introduce such a system, any member of staff can screen students.

36. Searching With Consent

Staff authorised by the Executive Head/Head of School can search students with their consent for any item which is banned by the Academy rules. This would not require a formal written consent – it is enough for the member of staff to ask the student to turn out their pockets, remove outer clothing (e.g., blazer and coat) or if the teacher can look in the student's bag or locker, and for the student to agree.

If a member of staff suspects a student has a banned item in his/her possession, they can instruct the student to turn out their pockets or bag, and if the student refuses, the member of staff can apply an appropriate sanction.

37. Searching Without Consent

It is for the Executive Headteacher/Head of School to decide whom to authorise to carry out such a search.

Staff should only undertake a search without consent if they have reasonable grounds for suspecting that a student may have in his or her possession a prohibited item. The member of staff must decide in each particular case what constitutes reasonable grounds for suspicion. The powers allow staff to search regardless of whether the student is found after the search to have that item.

Searches without consent can only be carried out on the Academy premises or where a member of staff has lawful control or charge of the student.

38. Recoding searches

Any search by a member of staff for a prohibited item and all searches conducted by police officers will be recorded in the Academy's safeguarding reporting system, including whether or not an item is found. The DSL/deputy to be informed of relevant prohibited-item searches and involved without delay where a safeguarding risk is identified. The designated safeguarding lead (or deputy) will initiate a safeguarding response where required.

39. Informing parents/carers

Parents/carers will be informed of any search for a prohibited item listed in section 34 that has taken place, and the outcome of the search as soon as is practicable. A member of staff will inform the parents/carers of what, if anything, has been confiscated and the resulting action the Academy has taken, including any sanctions applied.