



## **Wize Up Behaviour Policy**

Wize Up aim to create and foster an environment for young people that promotes good behaviour both within school and the local community. This policy is produced with regard to the 2010 Equality Act.

### **Expectations of Behaviour**

We recognise that standards of behaviour are often based on values and principles outside of the school environment and, for many young people, social and peer influences form an important part of their perceived 'acceptable' code of conduct. In addition, young people generally come to Wize Up with a negative image of themselves and their prior learning. This feeling of failure can often result in them displaying unacceptable attitudes and behaviour towards other young people and staff.

Wize Up places an equal emphasis on the academic, social and emotional development of our young people and, as such, strives to promote an atmosphere that encompasses the principles of mutual respect, consideration and responsibility between staff and young people alike.

### **Code of Conduct**

Wize Up's Code of Conduct sets out the expected behaviour of students and staff and constitutes the rules in order to maintain a good working environment.

### **Rewards**

Young people are actively encouraged to develop good standards of behaviour through formal and informal praise by staff and Board of Management.

These can include:

- On the spot recognition of good behaviour within a classroom or leisure setting, either individually or whole groups, by the class teacher or Manager

- Telephone calls and/or letters to parents detailing incidents of good behaviour
- Progress Reports
- Vouchers for achieving excellent marks on their daily reports over a period of time and/or for outstanding behaviour
- Certificates presented in whole school assemblies
- Letter from the Board of Management

### **Sanctions**

Young people attending Wize Up will usually have the opportunity to address and rectify unacceptable behaviour through meetings with peers, staff and others concerned before sanctions are applied. This restorative justice approach is used to enable students to gain a sense of the impact of their behaviour both on themselves and others.

However, when a student's behaviour shows no sign of improvement, the following sanctions may apply:

- Detentions
- Telephone call to parent/carer
- Cooling off period
- Letter to parent /carer
- Meeting with student and parent/carer
- Fixed Term Exclusion
- Withdrawal of place or referral back to Greenwich Authority Fair Access Panel (FAP) or the relevant local authority FAP

Wize Up operate an 'open door' policy for staff to share concerns with the senior team during daily meetings and other channels. This ensures that issues regarding unacceptable behaviour are communicated at an early stage and agreed strategies are put in place to prevent potential escalation. If a young person is sent home a call will be made to their parent/carer to ensure someone will be home to receive them prior to them being released from school, ensuring that they return home safely. In addition, to informing parents/carers we inform the referring body. Work will be provided for them to return the following day.

### **Exclusions**

Any incident, which breaches the Wize Up Code of Conduct, is liable to result in Fixed Term Exclusion and/or Withdrawal of Place/referral back to Fair Access Panel (FAP) or back to their referring school.

### **Fixed Term Exclusion (FTE)**

In cases of FTE, a letter is sent to the parent/carer informing them of the nature of the incident, length of the exclusion and date of return from exclusion meeting (RFE). Please note that if a RFE meeting is stated on the FTE letter, the young person will not be permitted to return until this meeting is held. During most FTE young people will be expected to attend school on a reduced timetable and given work to complete at home when leaving school.

### **Procedure for Withdrawal of Placement/referral back to FAP**

(Below is an example of the disciplinary procedures within Wize Up however please note that cases viewed based on severity which could lead to files automatically being closed)

- Verbal warning
- Written warning
- Call home
- 2<sup>nd</sup> written warning
- Meeting with parent's
- Letter of concern
- 2<sup>nd</sup> meeting
- Final warning
- Final letter home
- File closed
- Please note: a total of no more than three FTEs over 2 terms

The decision to Withdraw a Place/refer back to FAP is made by the Head teacher and staff.

In extreme cases, a decision may be made by staff to withdraw a young person place/refer back to FAP or referring school when it is believed that the safety and wellbeing of other young people, staff or others is at risk.

Any complaints relating to the above should be made, in writing, to Head teacher.

