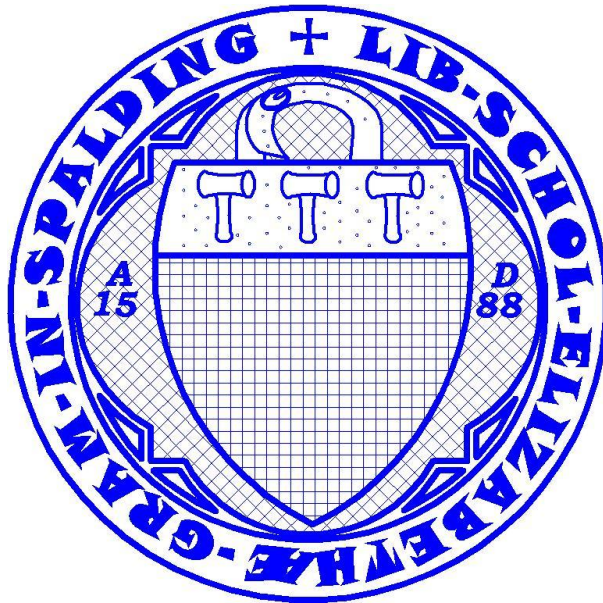


Spalding Grammar School



Student Code of Conduct

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Ratified by:	Executive Headteacher
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Contents:

Statement of intent

1. General conduct
2. Illness whilst at school
3. Relationships
4. Appearance
5. Mobile technology
6. Monitoring and review

Statement of intent

Spalding Grammar School believes that in order to facilitate a suitable environment for education, acceptable behaviour must be displayed in all aspects of school life.

We are committed to:

- Promoting a culture of resilience, respect and responsibility
- Promoting positive behaviour
- Promoting self-esteem, self-discipline, and positive relationships based on mutual respect
- Ensuring equality and fairness of treatment for all
- Encouraging, reinforcing and rewarding good behaviour
- Challenging and sanctioning unacceptable behaviour
- Providing a safe environment free from disruption, violence, discrimination, bullying and any form of harassment
- Encouraging a positive and cooperative relationship between the School and parents/carers
- Developing appropriate relationships with our pupils which ensure early intervention is possible
- A shared approach through the School Council and student voice which involves pupils in the implementation of the school's policy and associated procedures
- Promoting a culture of praise and encouragement in which all pupils can achieve

1. General conduct

Pupils will be expected to:

- Be polite to all members of the school community and to all visitors to the School
- Promote an inclusive and tolerant environment
- Report any incidents of bullying or sexual harassment to a member of staff
- Always be ready to offer help and support to others
- Move around the School in a quiet and orderly manner
- Always wear the school uniform correctly
- Attend all lessons and other school activities punctually.
- Accept the school's sanctions in line with the Behaviour Policy
- Take pride in the school environment and keep it tidy
- Not bring to school any items banned by the School, including but not exhaustive: drugs, alcohol, cigarettes, vapes, weapons, laser pens and water pistols (full list is included in the Searching, Screening and Confiscation Policy)
- Not swear or use offensive language
- Show consideration and respect for school property and the property of others
- Take responsibility to adhere to this Code of Conduct any time they are representing the School, including when wearing uniform off the premises or travelling to and from school

Classroom behaviour

Pupils will always try their best in the classroom and ask for help when needed. Classwork and homework must be completed on time. Pupils must not:

- Be disrespectful, argumentative, rude, confrontational or intimidating
- Lie, answer back or show disrespect to members of staff
- Disrupt a class or make it difficult for others to learn
- Leave the classroom or school premises without permission
- Disobey a reasonable request from a teacher

Behaviour during social times (break and lunch)

The school's high behaviour expectations are the same for pupils outside of the classroom as they are when in the classroom. All pupils have the right to come to school and to feel safe and free from being intimidated by their peers, including older pupils, when walking in the corridors, socialising on the playgrounds and school field and travelling to and from school.

When walking in the corridors pupils will be expected to:

- Walk on the left-hand side of the corridors and staircases, sensibly and calmly
- Not use the corridors at break or lunchtime unless they are attending a club or have an appointment with a member of staff. Pupils should go around the outside of the school building to move between outdoor spaces. (Sixth form pupils are exempt)
- Not consume food or drink in the school building except for designated eating places or under the supervision of staff

- If a classroom is locked at the start of a lesson line up quietly and in single file. If the classroom is unlocked the pupils should enter the room in an orderly fashion and get out their equipment for the lesson

When using the school field at break and lunch pupils will:

- Not take food or consume food on the school field
- If litter is in their vicinity, they will intervene and put the litter in the bin
- Participate in ball games with peers of an appropriate age and size
- When playing ball games pupils will participate in a manner which reduces the risk of an injury to themselves and others
- Show mutual respect to others for example; not take other pupils' equipment, not interfere with or move others property and return others equipment such as footballs if they stray onto the area they are using
- Not participate in activities which lead to unnecessary physical contact such as play fighting or contact rugby
- Stay off the cricket wicket and not use the cricket nets or side screens as a goal or target
- Once the bell goes at the end of break or lunch leave the field promptly ensuring it is in a fit state for the PE staff to use for lessons

If a pupil or group of pupils fail to meet these expectations the following consequences may be implemented:

- Immediate ban from the school field for a period of time
- A set period of removal of social time and supervised in the pastoral detention
- The school field being closed for targeted or all year groups
- The school field being zoned and a rota in place for year groups

These expectations and consequences have been proposed following feedback from previous Student's Voice survey and input from the School Council.

Attendance and punctuality

All pupils will be expected to arrive at school on time and be present by 8.55am. All absences will need to be authorised. Pupils arriving late before 9.30am should go directly to their tutor room or lesson and ask their teacher to sign them in. After 9.30am they should report to the School Office and sign in.

If a pupil arrives after 8.55am without a legitimate reason (e.g. medical appointment, bus was late etc.); (traffic or waking up late is not a legitimate reason) then they will be issued with a pastoral detention that day at break time.

Pupils will remain on school premises unless they have been granted permission by a member of staff, with parental/carers consent where appropriate, to leave.

2. Illness whilst at school

If pupils are involved in an accident or feel ill during the school day, they must inform a member of staff and attend the main School Office in the first instance. No pupil may go home or contact home themselves without permission from a member of the first aid team who will ask the receptionist to contact the pupil's parent/carer. Pupils should not wait until the end of break or lunch to go to the medical room.

If given permission to leave school due to illness or injury, pupils must sign out at the School Office.

3. Relationships

The School will not intervene between pupils starting age-appropriate relationships with one another.

The School is a working environment; therefore, public displays of affection are not appropriate on the school premises.

4. Appearance

The following are not to be worn by year 7 – 11 pupils while on the school premises or participating in a school activity:

- Jewellery, including rings, earrings and studs
- Nail varnish
- Make-up
- Tattoos

Hair is to be kept neat and not extreme in fashion with no shaved motifs or lines. Hair should be of a natural colour. Unnatural coloured hair or various coloured hair is not allowed.

The school's Uniform Policy (See page 5 of the student planner) is to be followed at all times including travelling to and from school.

When cold a coat may be worn but a hoodie or tracksuit top is not a substitute for a coat. Coats are to be removed when indoors.

5. Mobile technology

Mobile phones and other electronic devices including headphones/earpods are to be switched off and stored safely in the pupil's bag when on school premises. If a mobile phone is seen, heard or used it will result in its confiscation and held securely in main Reception.

Where a mobile phone or smart device is **seen, heard or used**:

- Staff will **confiscate** the device, in line with our Behaviour Policy and DfE guidance on searching, screening and confiscation:
 - On the first occasion a device is confiscated the mobile phone will be returned at the end of the school day
 - On the second occasion it will be handed in by the pupil to Reception before 8.55am for two consecutive days and returned at the end of each school day

- On a third and subsequent occasions the device will be handed in by the pupil to Reception before 8.55am for five consecutive days and returned at the end of the school day
- If a student fails to meet this commitment parents/carers will be contacted and further sanctions may be imposed

6. Monitoring and review

This Code of Conduct will be reviewed on an annual basis by the Executive Headteacher and any changes made will be communicated to all pupils and staff at the School.

All pupils will be provided with an electronic copy of this Code of Conduct when their attendance at the School begins and will be required to familiarise themselves with it. The next scheduled review date of this policy is September 2027.