A Corty Business Academy

Corby Business Academy Student Discipline Procedure

Teachers – In lesson

POSSIBLE ACTIONS

Reminder of R4L Behaviour Management Techniques

Move student

Session 4 set to catch up with missed work Phone call home

Talk to student

De-escalation

Remove student

Phone call home

Intervention

DOS Report for persistent noncompliance/Tutor report concern from several subjects/Director of Learning report

Talk to student

De-escalation

Remove student

Parent Contact

Intervention

SLT Report

De-escalation

Take statements where necessary

Parent contact

Intervention

Isolation for up to 5 days

Stage 4 report

Fixed term exclusion for up to 5 days

Stage1 (Teaching and Support Staff)

- Students reminded of expectations: Conduct for Learning
- Non-compliance out of the lesson will be addressed by either the subject teacher (breakfast/lunch) or the form tutor.
- All events to be logged on Progresso
- Stage 1 letter sent to parents after phone call regarding behaviour concerns.
- Teacher emails JATH names of student and she will contact the admin team to generate a letter

Give final warning before moving to Stage 2

Stage 2 (DOS)

- If student's behaviour escalates then student is referred to DoS
- Low level disruption out of the lesson will be addressed by either the subject teacher (breakfast/lunch) or the form tutor
- All events are logged on Progresso
- Following phone call teacher emails JATH names of student, time, dates available and she
 will contact the admin team to generate a letter.
- Stage 2 letter sent inviting parents to a meeting with DOS (and class teacher as appropriate).
- Student is on DoS report for two weeks.
- If reports received from more than 2 subject areas student placed on tutor report. Tutor report for 2 weeks
- Director of Learning report for any target student
- Is student placed in Isolation they will be on DoS report for two weeks
- If unsuccessful refer to Stage 3

Stage 3 (SLT)

- DoS refer to Faculty SLT member if student not meeting expectations. Following phone call Stage 3 letter generated to invite parents in for a meeting with DOS and SLT.
- Student is on SLT report for two weeks and interventions put into place. Students who successfully complete this will move back to stage 2
- High level behaviour issue during breakfast/lunch/tutor time/assembly referred to SLT
- Students placed in Isolation they are placed on SLT report
- SLT emails JATH names of student, time, dates available and she will contact the admin team to generate a letter.

Extreme behaviour e.g.

Fighting

Abuse

Persistent Failure to comply

Drugs/alcohol/etc.

Stage 4 (SLT Behaviour)

- If student is still not meeting expectations SLT Behaviour will send a Stage 4 letter home and meet with parents.
 Strategies and interventions will be put into place and Well-Being Team informed.
- Students on report for three weeks and there will be a review with parents after this time.
- Students who successfully complete this will move back to Stage 3. If unsuccessful: discretionary extension; Principal's Board or Fixed Term/Permanent Exclusion.

OR

e.g.
Fighting
Abuse
Persistent Failure to
comply
Drugs/alcohol/etc.

Extreme behaviour

Stage 5 Principal's Board

Parents, student, and relevant staff to attend formal meeting

Stage 6
Permanent Exclusion

Extreme incidents – see BWT Behaviour Policy