



The Dartmoor Federation comprises:

- Boasley Cross Primary School
- Bridestowe Primary School
- Exbourne Church of England Primary School
- Highampton Community Primary School
- Lydford Primary School
- Northlew & Ashbury Parochial Church of England Primary
- Okehampton College



Lydford Primary



Okehampton College

## Behaviour Policy and Uniform Expectations

**This policy was adopted by The Dartmoor Federation Full Governing Board Meeting on**

**27 February 2014**

**and reviewed by the Safeguarding & Behaviour Group Committee on 17 November 2017**

The Dartmoor Federation is dedicated to ensuring that all school environments within its school family, support learning and the wellbeing of students and staff through a strong sense of community cohesion.

Cooperation, support, and respect are the foundations of all the communities our schools serve and we work hard to provide safe schools in all our Federation sites where students feel included in every aspect of school life and comfortable to voice their opinions.

This policy outlines what we expect from all our students in terms of their behaviour, and the sanctions that will be enforced if this policy is not adhered to. It extends to all members of each school community and across the Dartmoor Federation as a whole. The Dartmoor Federation acknowledges its legal duty under the Equality Act 2010 in respect of both pupils with SEN and Safeguarding. This includes direct and indirect discrimination, harassment and victimisation. The specific rules and arrangements in place across the Dartmoor Federation are justified to promote good behaviour, self-discipline and respect, prevent bullying, ensure pupils complete assigned work and regulate the conduct of pupils to ensure a safe and respectful environment for all to learn and achieve in.

The policy is written in line with our Governing Board's statement of Behaviour Principals. Good behaviour and self discipline have strong links to effective learning, and are vital for pupils to carry with them both during and after their school years.

## **1. Aims**

The Dartmoor Federation believes that all pupils should be aware of the standards of behaviour that are expected of them, and takes responsibility for promoting these standards. We hope that by encouraging positive behaviour patterns we can promote good relationships throughout each of our schools built on trust and understanding, and that through the use of this policy we can support all of our students in developing a high level of social awareness. Our aim is to ensure that all our students leave the Dartmoor Federation with the key skills they need to continue to progress to the best of their ability in all areas of life.

## **2. School code of conduct**

As a cross phase family of schools the Dartmoor Federation serves a range of communities and students. As a group of schools we do have consistent standards and expectations but there are some subtle differences between our sites to reflect local traditions and Church designation.

**An appendix to this policy** provides specific details of the code of conduct for each of our sites. (This can be found at the end of this document) The Code of Conduct outlines behavior expectations, rewards and sanctions specific to each site.

1. Boasley Cross Primary behaviour expectations.
2. Bridestowe Primary behaviour expectations.
3. Exbourne Church of England Primary behaviour expectations.
4. Highampton Community Primary behaviour expectations.
5. Lydford Primary behaviour expectations.
6. Northlew & Ashbury parochial C of E behaviour expectations.
7. Okehampton College behaviour expectations

### **3. Standards of behaviour**

#### **3.1 The Dartmoor Federation**

The Dartmoor Federation of schools understands that the first step to modelling good behaviour is to lead by example, which means that all staff, volunteers, and anyone else who works within the Dartmoor Federation must act responsibly and professionally, and will never denigrate students or colleagues. We work hard to ensure that discipline is consistent across each school so that behaviour boundaries and sanctions are clear to all and are applied fairly, proportionately, and without discrimination, taking into account SEND needs and disabilities as well as the additional challenges that some vulnerable students may face. Staffs are trained to deal with behavioural strategies as part of their continual professional development, and are well informed of the extent of their disciplinary authority.

We work with parents to understand their children and their behaviour and believe that in conjunction with behaviour boundaries and sanctions, good support systems, praise, and rewards for good behaviour are an important part of building an effective learning community. Schools within the Dartmoor Federation will report behaviour, good or bad, to parents regularly. We encourage parents to communicate with our schools if they have a concern about their child's behaviour, and we will do as much as is possible to support parents as and when they need it. We promote good behaviour within the school curriculum and reminders of school rules and expected standards of behaviour are up on walls in classrooms and situated around each school site across the Dartmoor Federation.

Staff are a constant presence around each of our school sites, in-between classes, during breaks in the school day, and at lunch times, to check that students are using the school grounds respectfully and behaving appropriately.

The Dartmoor Federation will take all reasonable measures to ensure the safety and wellbeing of all students and staff and this includes protection from bullying. We aim to combat bullying and other harmful behaviour using, amongst others, preventative strategies through the active development of pupils' social, emotional and behavioural skills. For more information, see section 5 of this policy.

#### **3.2 Students**

The Dartmoor Federation expects all of its students to show respect to one another, to school staff, and anyone else that they may meet. Incidents of bullying, denigration, or bringing intentional harm to other students or staff will not be tolerated. Pupils are

ambassadors for their school and for the Dartmoor Federation as a whole, even when off school premises; we expect them to act accordingly. They are expected to obey school rules, listen, follow instructions by staff, and accept and learn from any sanctions that they receive. This extends to any arrangements put in place to support their behaviour, such as pastoral support programmes or parenting contracts.

School work and homework should be well presented, completed to a high standard, and handed in on time. Failure to hand in work on time will lead to disciplinary sanctions. If students are struggling to meet the requirements of their workload for any reason, they should discuss this with their class teacher or tutor who will work with them to draw up a support plan. Each school site asks that pupils carefully read and then sign a **home-school agreement** to show that they have understood what is expected of them and acknowledge the responsibility that they have for their own behaviour.

Home-school agreements can be found on each school's website within the Dartmoor Federation and on the Dartmoor Federation website listed under policies.

Under no circumstances will illegal or inappropriate items be brought into school, and all students will respect and look after the school premises and environment. The following behaviour is regarded as completely unacceptable and will result in disciplinary actions and possibly in exclusion, depending on the circumstances.

- verbal abuse to staff and others
- verbal abuse to pupils
- physical abuse to/attack on staff
- physical abuse to/attack on pupils
- indecent behaviour
- damage to property
- misuse of illegal drugs
- misuse of other substances
- theft
- serious actual or threatened violence against another pupil or a member of staff
- sexual abuse or assault
- supplying an illegal drug
- carrying an offensive weapon
- arson
- unacceptable behaviour which has previously been reported and for which school sanctions and other interventions have not been successful in modifying the pupil's behaviour.

## Fixed Term Exclusions

A one day Fixed Term Exclusion (FTE) will result in an integration meeting that includes two of the following members of staff: Senior Leadership Team, Child Protection and Behaviour Support Teams, Heads of school, together with parents and student.

If there is a further FTE for that student or for 2 – 3 day FTEs, the meeting will include Mr Derrick Brett in addition to the above.

Subsequent FTE or for FTEs of 3 – 5 day FTEs the meeting will include Mr Derrick Brett, Chair of Governors and one member of the above mentioned staff together with parents and student.

Five days FTEs, the meeting will include Mr Derrick Brett, Mrs Charlie Edwards and Designated Governor (Miss Gibson and Mrs Hoggins will attend if Mrs Edwards is unavailable).

FTEs are for extreme behaviour including; swearing, violence, alcohol, drugs.

After any reintegration meeting the students will be in Mill Leat for one or two lessons to discuss any issues from the FTE and reintegration into lessons.

For more information on exclusions, see our **exclusion policy**. (The exclusion policy can be located on the Dartmoor Federation website listed under policies).

### 3.3 Parents

Parents play a big part in ensuring that their students are responsible for their own behaviour in each of our school sites. We ask that parents sign the **home-school agreement** to indicate that they will respect and support each school's behaviour guidance and the Dartmoor Federation behaviour policy which provides a framework for each of our schools. In signing the agreement parents also acknowledge the authority of the school staff, helps build school life into a natural routine – thus ensuring that your child is at school on time, appropriately dressed, rested, and equipped. All of these actions will encourage your child to adhere to school rules and procedures.

We ask parents to work with the school in support of their child's learning, which includes informing the school of any special education needs or personal factors that may result in their child displaying unexpected behaviour. We ask that parents be prepared to attend meetings at the school with staff or the Principal, Headteacher, or Head of School to discuss their child's behaviour and to adhere to any parenting contracts put in place.

In the case of external exclusions, we ask that parents provide appropriate supervision for their child during the time that they are excluded from school and, if invited, to attend a reintegration interview at the school with their child.

- **School rules that apply at all times to ALL members of the Dartmoor Federation school community**
- Always be on time.
- Keep your appearance smart and tidy, and wear regulatory school uniform at all times including to and from school.
- Rude, derogatory, racist or defamatory language will not be tolerated.
- Be considerate of your peers and the extended community. Do not run through hallways and corridors, do not shout out during lessons, or shout to one another in hallways, or when in public places.
- Be polite and respectful at all times. This applies to staff, other pupils, any visitors to the school, and to members of the general public.
- Take care of your environment, both on the school site and outside, and keep it tidy. Do not litter and do not vandalise property in any way.
- Unauthorised absence from school will not be tolerated.
- Health and safety equipment is only for use in emergency situations and should not be tampered with under any circumstances.
- Disobeying staff is not tolerated.
- The following items are not allowed in school under any circumstances:
  - Alcohol and drugs
  - Smoking paraphernalia (incl. cigarettes, tobacco, matches or lighters)
  - Vaping paraphernalia including e-cigarettes
  - Chewing gum
  - Weapons of any kind
  - Material that is inappropriate or illegal for children to have; such as racist or pornographic material
- Gambling is not allowed on school property.

#### **4.1 Drugs**

The Dartmoor Federation will not tolerate drug use of any sort on any of its school sites or during off-site school activities. The Dartmoor Federation takes its anti-drugs policy very seriously and will discipline any person found to be in possession of drugs. This includes solvents and any other substance that can be misused or harmful. Students may be permanently excluded if they are found to be involved in drug-related incidents. This includes supplying, possessing, or taking drugs.

Okehampton College regularly receives visits from the Devon and Cornwall Police passive dog teams as part of our zero tolerance of drug misuse.

### **Prescription drugs**

Carrying, supplying or taking prescription drugs illegitimately could result in a permanent exclusion.

### **Non-prescription drugs**

Some over-the-counter drugs can be harmful if misused. We advise that students should not carry these in school. If they need medication they can go to the school nurse.

### **Medication**

We are aware that it may be necessary for some students to take medication during the school day. Parents should make the school aware of this in writing as soon as their child starts taking the medication.

If medicines are to be administered by staff a completed green authorization form is required. Staff administering medicines must also record when medication has been given and the dose provided. (See policies administration of medicines – Dartmoor Federation website)

### **4.2 Alcohol**

Consuming, carrying or supplying alcohol is strictly prohibited. Any student involved in any alcohol-related activity may be permanently excluded.

**All of these rules also apply when travelling to and from school.**

- **Bullying**

The Dartmoor Federation wants to make sure that all students feel safe at school, and accepted into our school communities. Our ethos is one of inclusion and equality; bullying of any kind is regarded as a serious breach of our behaviour policy and will not be tolerated, whether it is a one-off incident or an ongoing campaign.

Bullying can be verbal or physical, and can be directed at both staff and students. The school practices a preventative strategy to reduce the chances of bullying, and our anti-bullying policy is instilled in our curriculum and everything we do at each of our school sites. It is made very clear to pupils what is expected of them in terms of respecting their peers, members of the public, and staff, and any intentional breach of this will result in disciplinary action.

If an allegation of bullying does come up, the Dartmoor Federation will:

- take it seriously
- act as quickly as possible to establish the facts

- record and report the incident; depending on how serious the case is, it may be reported to the Principal, Headteacher, or Head of School.
- provide support and reassurance to the victim
- make it clear to the 'bully' that this behaviour will not be tolerated. If there is a group of people involved, they will be spoken to individually and as a whole group. It is important that children who have harmed another, either physically or emotionally, redress their actions, and each school within the Dartmoor Federation will make sure that they understand what they have done and the impact of their actions
- ensure that if a sanction is used, it will correlate to the seriousness of the incident and the 'bully' will be told why it is being used
- consider a fixed term exclusion in cases of repeated bullying.

The Anti-Bullying Committee (ABC) is comprised of students and teachers (College based) they actively collaborate across our Federation of Schools to challenge all issues relating to bullying.

- **Disciplinary sanctions**

Section 91 of the Education and Inspections Act 2006 introduced a statutory power for teachers and certain other staff to discipline students. The Dartmoor Federation of schools operates using the following disciplinary measures:

**The sanctions are site specific and full details are included in appendix 1-7 under the behaviour guide for each school site.**

Sanctions can be adapted depending on the seriousness and frequency of the behaviour.

### **6.1 Searching and confiscation**

Following guidance set out by the Education and Inspections Act 2006, our members of staff are authorised to use confiscation as a disciplinary sanction if it is lawful. This means that staff may confiscate or seize items in the possession of students that are illegal, or banned by the school. It is our first priority to ensure that students are in a safe and secure environment when they are in our care, and any items that may jeopardise the safety of other students or themselves will be taken off students without notice.

A teacher or someone who has lawful control of the child can search a student **with their permission** to look for any item that the Dartmoor Federation rules say must not be brought into school. The Principal, Headteachers, the Head of School and other members of staff authorised by them have the power to search a pupil **without the pupil's consent** if they suspect they are in possession of 'prohibited items'. Prohibited items that can be searched for without consent include:

- knives or weapons
- alcohol
- illegal drugs
- stolen items
- tobacco, cigarette papers and e-cigarettes
- fireworks
- pornographic images
- articles that have been or could be used to commit an offence or cause harm.

The Education Act 2011 allows for staff seizing an electronic device to examine any data or files on the device if they think there is good reason to do so. These data or files may be erased before returning the item if they believe there is good reason to do this. (Electronic devices search and deletion policy is currently waiting to be adopted by the Dartmoor Federation)

Any cigarettes confiscated in school will be destroyed.

## **6.2 Use of force**

Section 93 of the Education and Inspections Act 2006 enables school staff to use such force as is reasonable in the circumstances to prevent a student from doing, or continuing to do, any of the following:

- committing any offence (or, for a student under the age of criminal responsibility, what would be an offence for an older student);
- causing personal injury to, or damage to the property of, any student (including him or herself); or
- prejudicing the maintenance of good order and discipline at the school or among any students receiving education at the school, whether during a teaching session or otherwise.

The Dartmoor Federation does not encourage the use of force and it will be used very rarely in special circumstances. There is no definition of when it is reasonable to use force, and every situation will have to be judged by the person in charge at that time. The degree of force used should be the minimum needed to achieve the desired result.

All staff across the Dartmoor Federation of Schools have the authority to use force when reasonable, and this extends to any other person whom the Principal, Head, or Head of School has given the responsibility to be in charge or in control of the students. Staff can also use this power when they are lawfully in charge of students but off the school premises – i.e., on a school trip.

Following serious incidents involving the use of force, the school will speak to the parents concerned. It is up to each of our schools to decide whether it is an appropriate occasion to report the use of force to parents. All uses of force will be reported to the Full Governing Board.

Such serious incidents involving the use of force will also be recorded by the school involved.

- **Attendance**

Regular attendance at school is required by law, and The Dartmoor Federation takes attendance very seriously. There is a register taken daily in our Primary schools and at the start of each lesson at the College. Disciplinary action will be taken against any pupils who are discovered to be truanting or are repeatedly late. Parents or carers will be contacted in these circumstances to discuss possible reasons and school support systems that could help. More information can be found in the Dartmoor Federation's **attendance policy** which is located in the policies section of the Dartmoor Federation website.

- **Uniform and appearance**

There is no legislation in place that deals specifically with school uniform or other aspects of appearance but schools are expected to take full account of DfE guidance.

The Department strongly encourages schools to have a uniform as it can play a valuable role in contributing to the ethos of a school and setting an appropriate tone. It can instill pride, support positive behaviour and discipline; encourage identity with, and support for, school ethos; ensure pupils of all races and backgrounds feel welcome; protect children from social pressures to dress in a particular way; and nurture cohesion and promote good relations between different groups of pupils. Above all, many schools believe that school uniform supports effective teaching and learning.

Effective teaching and learning needs proper organisation, and this starts with a smart and tidy appearance which helps to instill discipline and pride in appearance in students, and reduces the risk of distraction in lessons.

**As each of the seven schools within the Dartmoor Federation wear different uniforms details of uniform and appearance requirements are listed in Appendices 1-7**

The school uniform should be worn by all students from reception through to Year 11. Students who come in repeatedly without the correct school uniform may be sent home to change.

- **Regulating student's offsite conduct**

Exemplary behaviour is expected from all students in the Dartmoor Federation of Schools. Students who are caught or known to have been misbehaving on the way to or from their school site, or near the school premises, will be disciplined by the school they attend. The conduct of our students on school buses and in school taxis is also expected to be exemplary, and sanctions for inappropriate behaviour are referenced in the behaviour guide specific to each of our satellite sites. **(Appendix 1-7)**

High standards of behaviour are expected from our students during work experience, school trips, or extended school activities such as sports events, or any event where poor behaviour might jeopardise the chances of future students participating.

- **Rewards policy**

The Dartmoor Federation believes that it is important to encourage good conduct throughout our Federation Family by celebrating and rewarding good behaviour.

Awards and achievements are regularly celebrated across the Federation, with an annual rewards ceremony being held by the College for our older students, and termly or weekly presentations in our primary schools.

- **Complaints**

The Dartmoor Federation has a standard complaints procedure. We encourage parents to take any complaints or concerns to a staff member, tutors, Head of House, Principal, Headteacher, or Head of School.

When a complaint is received staff from the Federation will do everything in its power to help resolve conflict or complaints swiftly and effectively. For details of the full complaints procedure see our **school complaints policy**. For information on complaints relating to exclusions, see the **school exclusions policy**. (both policies can be found on the Dartmoor Federation website within the policy section)

**Signed by**

\_\_\_\_\_ **Chair of Governors** **Date:** .....

\_\_\_\_\_ **Executive Principal** **Date:** .....

\_\_\_\_\_ **Headteacher (Secondary)** **Date:**.....

\_\_\_\_\_ **Executive Headteacher (Primary)** **Date:**.....

## **Appendices**

- 1. Boasley Cross Primary School**
- 2. Bridestowe Primary School**
- 3. Exbourne C of E Primary School**
- 4. Highampton Community Primary School**
- 5. Lydford Primary School**
- 6. Northlew & Ashbury Parochial C of E Primary School**
- 7. Okehampton College**

## Appendix 1

### Boasley Cross Primary School Uniform Expectations

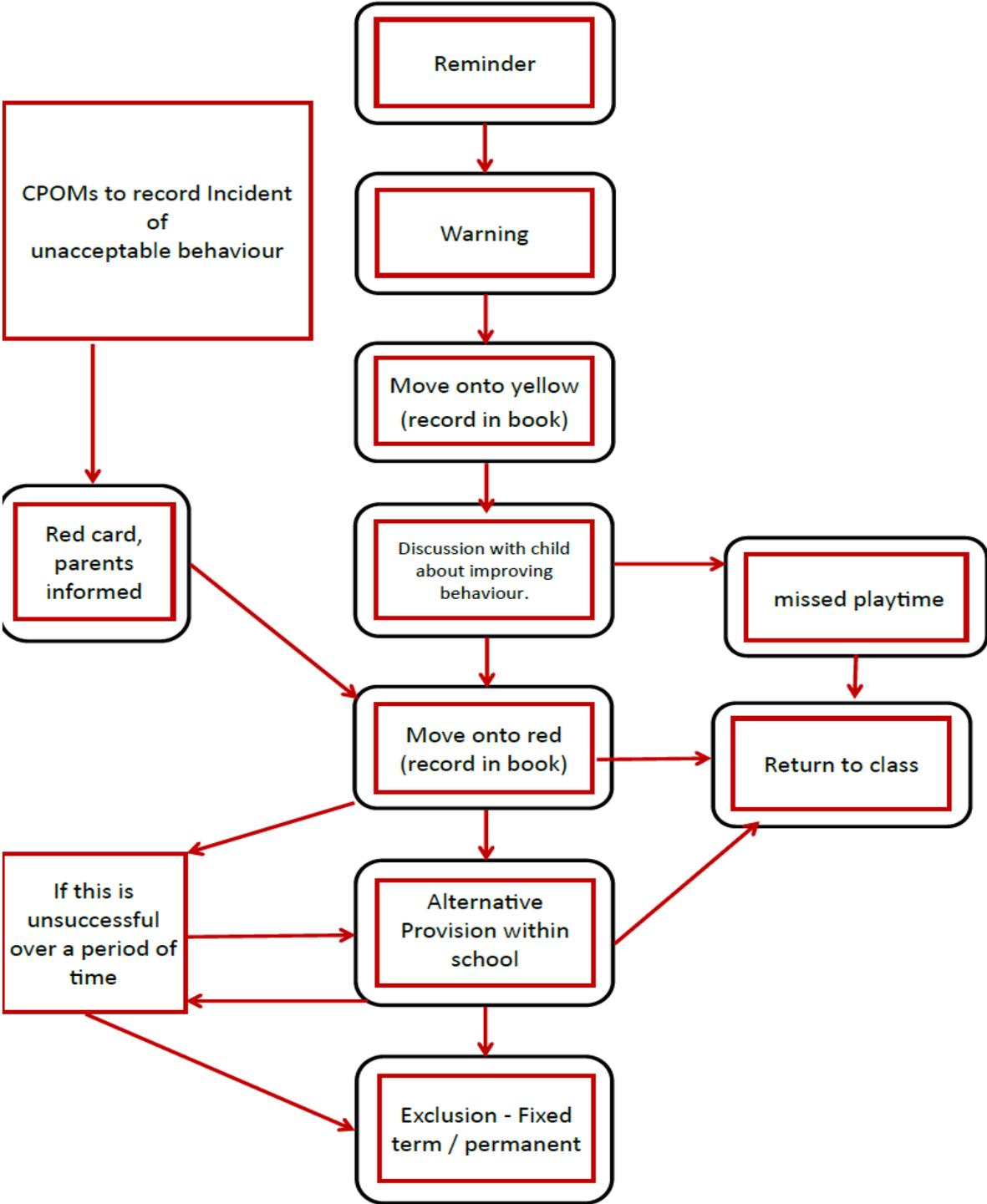
<b>Boys</b>	<b>Girls</b>
White polo shirt with school badge	White polo shirt with school badge
Navy blue sweatshirt with school badge	Navy blue sweatshirt with school badge
Black or grey trousers	Black or grey skirts/trousers
Black or navy flat-heeled shoes (no trainers or open-toed shoes)	Black or navy flat-heeled shoes (no trainers or open-toed shoes)
Summer: Navy or grey dress shorts may be worn. Red baseball cap with school badge.	Summer: Navy/grey dress shorts or blue & white checked or striped dress may be worn. Red baseball cap with school badge.
Winter: Navy zipped fleece jacket with school badge (optional)	Winter: Navy zipped fleece jacket with school badge (optional)
PE Kit: White tee-shirt, navy shorts and trainers. Football boots and shin-pads required when playing football, tag rugby and hockey. Tracksuits may be worn for outdoor lessons in winter.	PE Kit: White tee-shirt, navy shorts and trainers. Football boots and shin-pads required when playing football, tag rugby and hockey. Tracksuits may be worn for outdoor lessons in winter.

Bridestowe Primary School Code of Conduct and Uniform Expectations

Code of Conduct

**BEHAVIOUR FLOWCHART BRIDESTOWE PRIMARY SCHOOL**

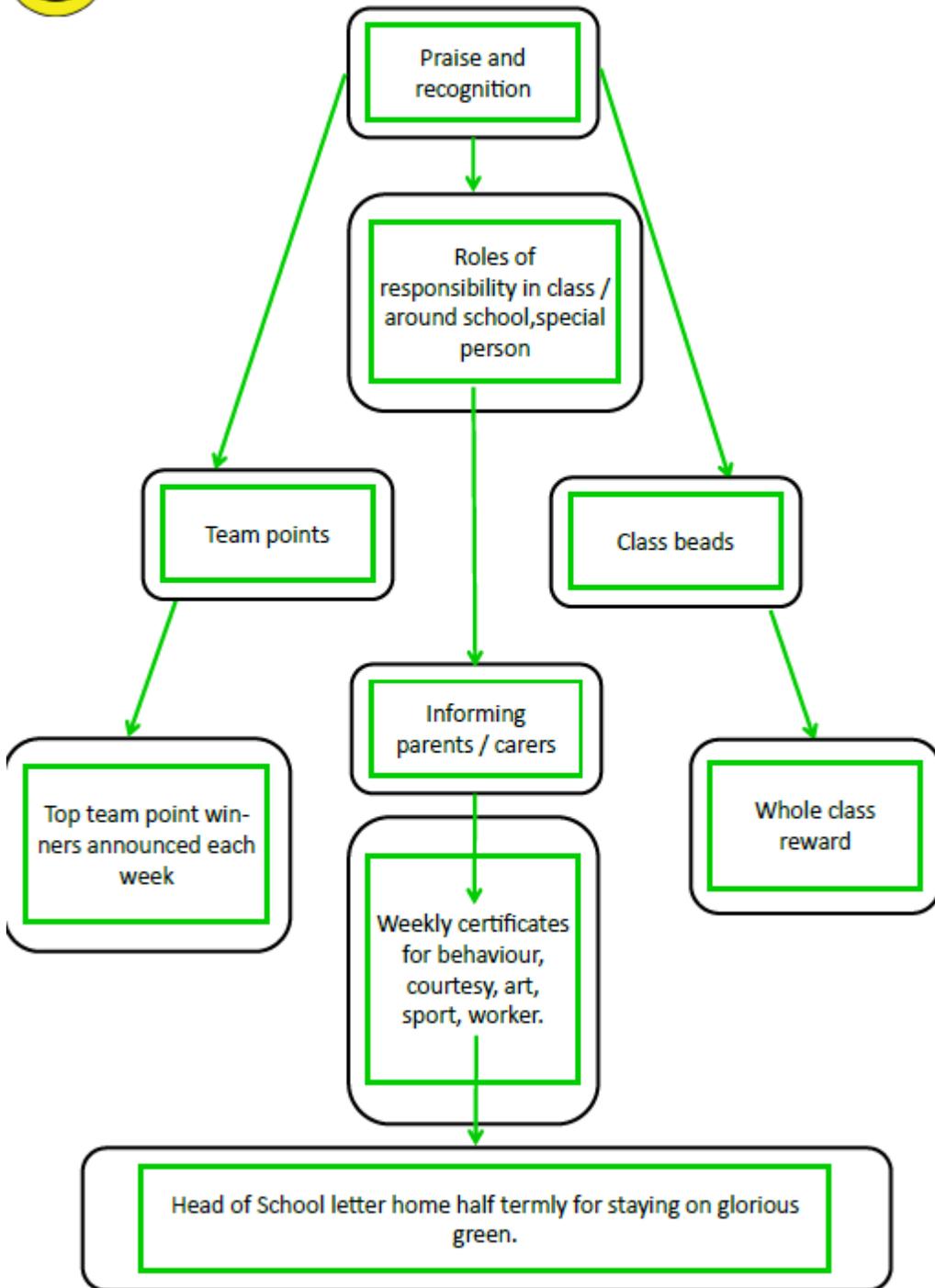
'No Thank You' Behaviour Flow Chart





**BEHAVIOUR FLOWCHART BRIDESTOWE PRIMARY SCHOOL**

'Yes Please' Behaviour Flow Chart



**Bridestowe Primary School Uniform Expectations**

<b>Boys</b>	<b>Girls</b>
White Shirt	White Shirt/ Red Gingham Summer Dress
Bridestowe School Tie	Bridestowe School Tie
Grey Trousers/Shorts	Grey Skirt/Trousers/Shorts/Pinafore Dress
Burgundy Jumper with School Logo	Burgundy Jumper/Cardigan with School Logo
Black School Shoes	Black School Shoes
P.E Kit (Burgundy T-shirt with School Logo, Burgundy Shorts)	P.E Kit (Burgundy T-shirt with School Logo, Burgundy Shorts)

## **Exbourne C of E Primary School Code of Conduct and Uniform Expectations**

### **Code of Conduct**

#### Aims and expectations

At Exbourne we encourage all our learners to;

- love learning
- to be the best in all their achievements
- care for our school and Federation family
- embrace opportunities which prepare them for the future
- celebrate individual success and respect difference

#### **School rules**

- We take responsibility for our learning and help others do the same
- We try our best and take pride in all that we do
- We listen respectfully to one another
- We speak and act kindly and patiently
- We look after our school and everything in it
- We are happy to take part in a wide range of activities

We recognise it is important for our Children to feel safe and happy. Good behaviour is rewarded, as we believe that this will develop an ethos of kindness and co-operation.

Good behaviour comes from making positive choices about how to act. Good behaviour ensures learning success and achievement.

The following rewards and sanctions are in place to support positive behaviour management.

## Rewards and Consequences

Every day you have a choice of how to behave. All children in our school have the right to feel safe and happy at school.

### If you choose to follow the school rules :

- You may be given a merit
- Your name may be put in the Happy Book
- You may be selected for Pupil of the Week
- You **will** have Golden Time on a Friday afternoon

### If you choose to break a school rule :

- You will miss 5 minutes of **GOLDEN TIME** to help you make the correct choice next time.

### If you choose to break another school rule :

- You will miss 10 minutes of **GOLDEN TIME**.
- You will ring home to tell your parents the rules you have broken.
- You will fill in a form to help you think about how you will follow the school rules in the future.

Every day is a fresh start and you will start the day on Green again. If you make the right choices the school will be a safe and happy place to learn. The school family will be patient and forgiving.

### The role of the Head of School

It is the responsibility of the Head of School, under the School Standards and Framework Act 1998, to implement the Dartmoor Federation behaviour policy consistently throughout the school, and to report to governors, when requested, on the effectiveness of the policy. It is also the responsibility of the Head of School to ensure the health, safety and welfare of all children in the school. The Head of School supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in the implementation of the policy. The Head of School keeps records of all reported serious incidents of misbehaviour. The Executive Headteacher (Primary) has the responsibility for giving fixed-term suspensions to individual children for serious acts of misbehaviour.

### The role of governors

Within the statement of behaviour principles and the DF behaviour policy governors promote high standards of behaviour and conduct for all individuals across the Dartmoor Federation of Schools.

### Fixed-term and permanent exclusions

Only the Executive Headteacher (Primary) has the power to exclude a pupil from school. All exclusions will be managed in accordance with the DF Exclusion Policy.

### Uniform Expectations

All of our uniform with a logo is available to order directly through the school. Jewellery should not be worn at school. Studs may be worn in ears, but these should be removed for physical activities. The school will take no responsibility for any items of jewellery lost.

<b>Boys</b>	<b>Girls</b>
Black/grey trousers	Black/grey skirts, dresses or trousers
Red school polo shirt with logo	Red polo shirt with logo
Red school sweatshirt with logo	Red school sweatshirt or cardigan with logo
Sensible footwear – shoes rather than trainers	Sensible footwear
Smart black/Grey shorts may be worn in the summer	Red and white checked dresses may be worn in the summer
PE Kit: Black shorts, Red school t-shirt with logo, trainers, Hooded sweatshirt with logo (optional)	PE Kit: Black shorts, Red school t-shirt with logo, trainers, Hooded sweatshirt with logo (optional)

## Highampton Community Primary School Code of Conduct and Uniform Expectations

### Code of Conduct

Our expectations are that adults and children will:

- listen to each other
- care for all people and treat them with respect and politeness
- disagree without losing their tempers
- care for their surrounding and belongings of all
- ensure that other people are not put at risk by their actions
- respect other peoples' views
- care for other peoples' property

In the classroom we expect children will:

- get on with their work responsibly and complete the work to the best of their ability
- share and use materials sensibly returning them to the appropriate place
- let others get on with their work
- listen to, and follow instructions
- raise hands to participate at appropriate times
- help other children by not distracting them at carpet time.

Around the school we expect children will:

- walk quietly and sensibly.

In the playground we expect children will:

- respect the right of other children to play without interference
- resolve the differences of opinion without resorting to aggression / physical violence
- look after property of the school and other children
- look after, play with and include as appropriate, children who are alone
- play sensibly and not put others at risk by selfish actions.

## **Uniform Expectations**

Uniform helps your child to look smart and encourages a sense of identity. Our basic uniform colours are burgundy and grey or black with a white polo shirt. Sweatshirts and fleeces in burgundy and white polo shirts, all with the school logo, are available through the school. Girls may also wear red and white check dresses during the warmer weather. We sometimes have a selection of second hand items available from the school administrator.

Children should not wear jewellery to school since we cannot accept responsibility for such items or ensure safety.

It is important that pupils wear neat, sensible clothes and shoes and they should have the appropriate kit for PE. This is a white T-shirt, black shorts and plimsolls or trainers which should be labelled and kept in a named draw-string bag. Children should have their PE kit in school every day. Team kits are provided for matches as necessary.

### Lydford C of E Primary School Code of Conduct and Uniform Expectations

#### Code of Conduct

##### Aims and expectations

It is a primary aim at **Lydford Primary** that every member of the school community feels valued and respected, and that each person is treated fairly and well. We are a caring community, whose values are built on mutual trust and respect for all. The school behaviour policy is therefore designed to support the way in which all members of the school can live and work together in a supportive way. It aims to promote an environment where everyone feels happy, safe and secure.

Good behaviour is rewarded, as we believe that this will develop an ethos of kindness and co-operation. This policy is designed to promote good behaviour, rather than merely deter anti-social behaviour. The school follows a policy of **YOYOB** (you own your own behaviour)

##### Rewards and punishments (Positive Handling)

We praise and reward children for good behaviour in a variety of ways:

- staff congratulate children;
- staff give children stickers or stars;
- each week we nominate a child from each class to be 'star of the week';
- each 'star of the week' receives a star badge to put on their merit card.
- we distribute mega star certificates and behaviour certificates to children either for consistent good work or behaviour, or to acknowledge outstanding effort or acts of kindness in school;

A number of sanctions are employed to enforce the school rules, and to ensure a safe and positive learning environment. We employ each sanction appropriately to each individual situation.

- We expect children to listen carefully to instructions in lessons.
- We expect children to try their best in all activities.
- If a child is disruptive in class, the teacher reprimands him or her. If a child misbehaves repeatedly, we isolate the child from the rest of the class until s/he calms down, and is in a position to work sensibly again with others. We have an exiting policy, where a child who has lost their ability to back down is exited to the other class for a calming down period. The other teacher will

not intervene, but will sit them quietly on their own until they are calm enough to return.

- If a child threatens, hurts or bullies another pupil or an adult, the class teacher records the incident. If a child repeatedly acts in a way that disrupts or upsets others, the school contacts the child's parents and seeks an appointment in order to discuss the situation, with a view to improving the behaviour of the child.
- If a child is misbehaving regularly, they will be put on a behaviour chart, and monitored. The chart will be discussed at home and at school. If bad behaviour is severe or consistent, staff will seek a meeting with parents and the Head of School.

### The role of adults

All adults at Lydford School will treat children fairly regardless of ability, gender, race, colour or religion.

No adult will behave in an inappropriate manner towards a child and will only handle a child.

In accordance with the national guidelines. Adults will consider the tone of voice and type of language used when talking to children.

Every adult working with a child or group of children will ensure they use the correct vocabulary for the subject they are engaged in. All adults will make sure the content of teaching activities is factually correct and accurate.

### The role of the Head of School

It is the responsibility of the Head of School under the School Standards and Framework Act 1998, to implement the Dartmoor Federation behaviour policy consistently throughout the school, and to report to governors, when requested, on the effectiveness of the policy. It is also the responsibility of the Head of School to ensure the health, safety and welfare of all children in the school. The Head of School supports the staff by implementing the policy, by setting the standards of behaviour, and by supporting staff in the implementation of the policy.

The Head of School keeps records of all reported serious incidents of misbehaviour. The Head of School has the responsibility for giving fixed-term suspensions to individual children for serious acts of misbehaviour. For repeated or very serious acts of anti-social behaviour, the Executive Headteacher (Primary) may permanently exclude a child. Both these actions will be notified to Dartmoor Federation governors at the earliest opportunity.

### The role of parents

Lydford school works collaboratively with parents, so children receive consistent messages about how to behave at home and at school. If parents have any concern

about the way that their child has been treated, they should initially contact the class teacher. If the concern remains, they should contact Dartmoor Federation governors. If these discussions cannot resolve the problem, a formal grievance or appeal process can be implemented.

### The role of Governors

Within the statement of behaviour principles and the DF behaviour policy governors promote high standards of behaviour and conduct for all individuals across the Dartmoor Federation of Schools.

### Fixed-term and permanent exclusions

All exclusions will be managed in accordance with the DF Exclusion Policy.

### Uniform Expectations

All of our uniform with a logo is available to order directly through the school.

<b>Boys</b>	<b>Girls</b>
Black trousers	Black trousers, skirt or pinafore. Optional red and white checked summer school dress
White or red polo shirt	White or red polo shirt
Red school jumper	Red school jumper
Black school shoes	Black school shoes
Optional red school fleece	Optional red school fleece
Red school sun caps are provided by the school for the summer.	Red school sun caps are provided by the school for the summer.
PE Kit: Black shorts, red school t-shirt logo, trainers, black jogging bottoms, trainers or plimsolls, clean socks. A school team jacket is provided for attending sports events. A Dartmoor Federation team tracksuit is provided for those chosen to represent the federation in competition.	PE Kit: Black shorts, red school t-shirt logo, trainers, black jogging bottoms, trainers or plimsolls, clean socks. A school team jacket is provided for attending sports events. A Dartmoor Federation team tracksuit is provided for those chosen to represent the federation in competition.

You are recommended not to provide open-toed sandals during the summer due to Health and Safety concerns, as advised by Devon County Council.

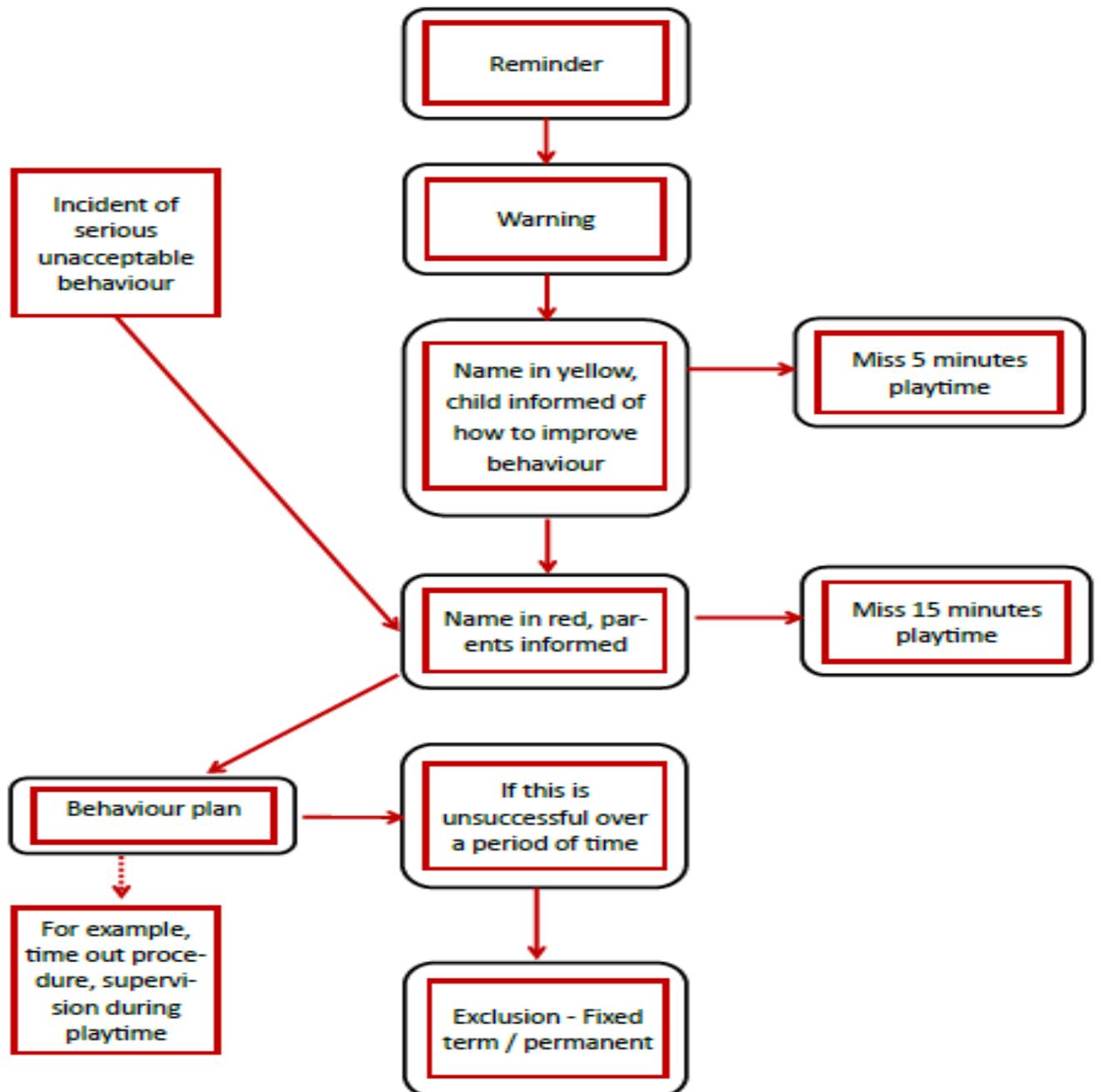
Children should not wear make-up or nail varnish to school at any time.

# Northlew Parochial C of E Primary School Code of Conduct and Uniform Expectations

## Code of Conduct

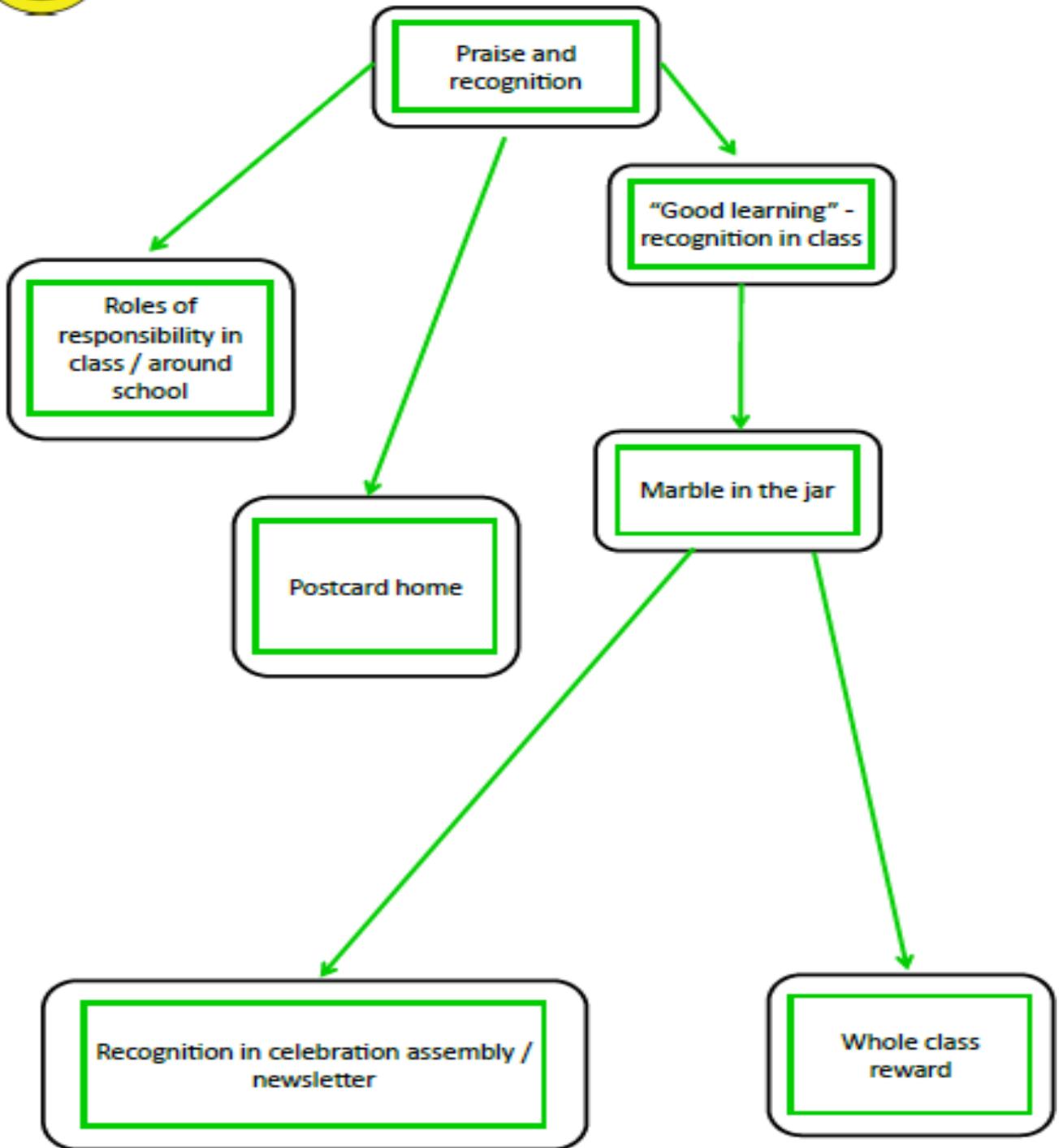


**BEHAVIOUR FLOWCHART**  
**'No Thank You' Behaviour Flow Chart**





**BEHAVIOUR FLOWCHART**  
'Yes Please' Behaviour Flow Chart



## Uniform Expectations

**IT IS MOST IMPORTANT FOR ALL ITEMS OF CLOTHING TO BE CLEARLY LABELLED!**

The wind can blow very strongly here in the winter and parents will naturally want to send their children to school with warm outdoor clothes, coats preferably with a hood, but we also encourage the girls to wear thick tights with skirts, or black/navy trousers when it is cold.

**Please ensure coats have a loop to hang them up, so they do not get damaged or dirty on the floor.**

*We do ask that parents do **not** send their children to school in: football kit, jeans, track suits, bermuda/cycling shorts or leggings without a skirt.*

The standard uniform is as follows:

<b>Boys</b>	<b>Girls</b>
Embroidered red sweater	Embroidered red sweater or cardigan
Embroidered navy polo shirt	Embroidered navy polo shirt
Navy/black trousers	Navy/black trousers or red gingham dress
Black school shoes	Black school shoes
P.E Kit- shorts/joggers, white t-shirt & trainers	P.E Kit- shorts/leggings, white t-shirt & trainers

## Okehampton College Code of Conduct and Uniform Expectations

### Code of Conduct



OKEHAMPTON COLLEGE

**CODE OF CONDUCT**



**R**ecognise that Learning is the highest priority of the College. Students should listen, respond and get down to work in a sensible mature manner. No-one has the right to interfere with other people's learning.

**E**verybody matters. Okehampton College is a 'Bully Free Zone' where everybody is treated with respect. We all work together to create an atmosphere where everybody feels valued and can get on with their work without worry.

**S**elf study. Homework is set regularly to enable students to further develop their skills and understanding. It is a compulsory element of College life, aimed at helping students fulfil their potential.

**P**ride, personal performance and appearance. In order to fulfil our potential, we all need to take pride in our work, our surroundings and show a determination to succeed. The College has a uniform and jewellery code which must be adhered to.

**E**xpectations. The College expects that all members of the community behave in a mature and responsible manner at all times. This includes abiding by the College rules, both in and outside of lessons. Any activity which may cause offence to others will not be accepted.

**C**ooperation. The College is a large organisation which, if it to function efficiently, requires everyone to cooperate at all times. This is especially the case when moving around the site, queuing for the canteen, waiting between lessons and getting down to work.

**T**ime keeping. We must all be on time for registration, lessons and assemblies and ensure that all necessary equipment and books are packed in preparation for the College day.

# Okehampton College Values



## *Democracy*

We can influence College and society through the democratic process.



## *Self Responsibility*

We take responsibility for our actions.



## *Openness and Honesty*

We are honest about what we do and the way we do it. Nobody is perfect; we will not hide it when we are not.



## *Social Responsibility*

We encourage people to take responsibility for their own community and work together to improve it.



## *Caring for Others*

We care for all members of our learning community and actively support those who: experience difficulties; or who are upset.



## *The Rule of Law*

We know the difference between right and wrong: We respect civil and criminal law.



## *Individual Liberty and Mutual Respect*

We respect other people in College and in the wider society. We oppose prejudice and discrimination.



## *Tolerance of Others who have Different Faiths & Beliefs*

We promote tolerance and harmony between people of different cultures, traditions and faith.

## **Uniform Expectations**

### **YEARS 7 - 11**

Black formal pressed trousers (*no jeans, jeans style or leggings*)

Black skirt of a reasonable style and sensible length

Black tailored shorts

Plain white polo shirt or shirt with collar (*with collar*)

Navy blue sweatshirt with logo

All black shoes (*all black boots are acceptable but the trouser should come over the boots*)

Plain white or black socks

Dark or tan tights are also suitable (*not leggings*)

Sensible waterproof outdoor coat

### **PE Kit – YEARS 7 - 11**

#### **BOYS**

Navy blue polo shirt with College emblem

Navy blue shorts

Navy + gold rugby shirt

White socks

Long navy blue socks

Trainers

Football/Rugby boots

Shin pads

Gum shields (we have a supply of these in College if necessary)

#### **GIRLS**

Navy blue polo shirt with College emblem

Navy blue shorts

Navy blue PE Hoodie (available through College only)

White socks

Long navy blue socks

Trainers

Shin pads

Gum shields (we have a supply of these in College if necessary)

#### **Please Note**

Training shoes are essential for the all weather pitch.

We recommend that **ALL** College kit is clearly named.

Outdoor coats are not to be worn in lessons.

Hair styles and accessories should be sensible.

College Uniform must be worn correctly

*eg. wearing an outdoor coat, jacket or hoody in place of the blue sweatshirt is not permitted.*

## **Jewellery**

The only jewellery permitted is:-  
one pair of small plain studs/sleepers in the ears  
a single small plain stud/sleeper in the ear

## **NO OTHER PIERCINGS TO BE WORN IN COLLEGE**

**All jewellery must be removed for all PE lessons**

**The College does not take responsibility for the loss of clothing or jewellery**

**Extremes of fashion, whether in terms of clothing or personal appearance, are not acceptable.**

**This policy has the full backing of the Governing Board.**

**The normal College sanctions will apply for infringements of the College Uniform Expectations.**

## **Non Compliance with a school's uniform/appearance policy and school rules.**

- Students can be disciplined for breach of uniform /appearance policy.
- In the first instance of non-compliance the tutor will speak directly to the student, ascertain the reason for the non-compliance and try to put in a time frame to rectify the problem. A slip will be given to the student to inform parents of non uniform issue.
- If the problem continues or the time frame is not adhered to, the tutor will log the problem on SIMS and contact home to alert parents. Tutors should also speak to their Student Progress Leader.
- Subject teachers should inform the tutor if they notice non-compliance with school uniform guidelines and note it on SIMS.
- If the student refused to wear uniform and parents are supportive then disciplinary action should be taken by the tutor and/or Student Progress Leader.
- If the problem continues and parents are unsupportive of the issue, then the Student Progress Leader should arrange a meeting with the parent to discuss the issue. At this meeting the uniform policy will be discussed and the DCFS guidelines shown. If further intervention is required, parents may be called in to see a member of SLT and a Governor.
- Where a student 'repeatedly refuses to comply with school uniform policy even if they do not otherwise display poor behaviour exclusion could be an appropriate response, depending on the circumstances of the case'.

DfE 'A head teacher or a person authorised by the head teacher may ask a pupil to go home briefly to remedy a breach of the school's rules on appearance or uniform. This should be for no longer than is necessary to remedy the breach. This is not an exclusion, but an authorised absence.

However, if the pupil continues to breach uniform rules in such a way as to be sent home to avoid school, or takes longer than is strictly necessary to effect the change, the pupil's absence may be counted as unauthorised absence. A pupil must not be sent home indefinitely or for longer than is strictly necessary to remedy the breach as this could amount to an unofficial exclusion. In **all** such cases parents must be notified and the absence should be recorded. When making this decision, the child's age, vulnerability, how easily and quickly the breach can be remedied, and the availability of the parent, will need to be considered. If the pupil then repeatedly infringes the school's rules on uniform or appearance, this may constitute a disciplinary offence and may be grounds for exclusion.

Uniform can be a contentious issue and we must be sensitive to the needs of the pupil as there may be good reasons why a pupil is not attending school in the correct uniform. Careful consideration should be given in discussions on uniform that students are not discriminated unlawfully on the grounds of sex, race, disability, sexual orientation and religion or belief.