



Gartree High School Behaviour Policy

Approved By:	Governing Board
Date of Review:	February 2026
Date of Next Review:	February 2027

Review History

Date of change	Change Summary
24 th February 2026	Additional content added and amended grammar and inconsistencies

Our Behaviour Aims

The primary aim of this policy is to provide a consistent approach to behaviour management, ensuring that all students and staff can work in a calm, safe environment free from disruption. Our policy is underpinned by four fundamental rights: the right to learn, the right to teach, the right to feel safe, and the right to be treated with respect. We aim to foster a culture where positive behaviour is the norm, and where students are supported to understand the viewpoints of others through reparation and forgiveness.

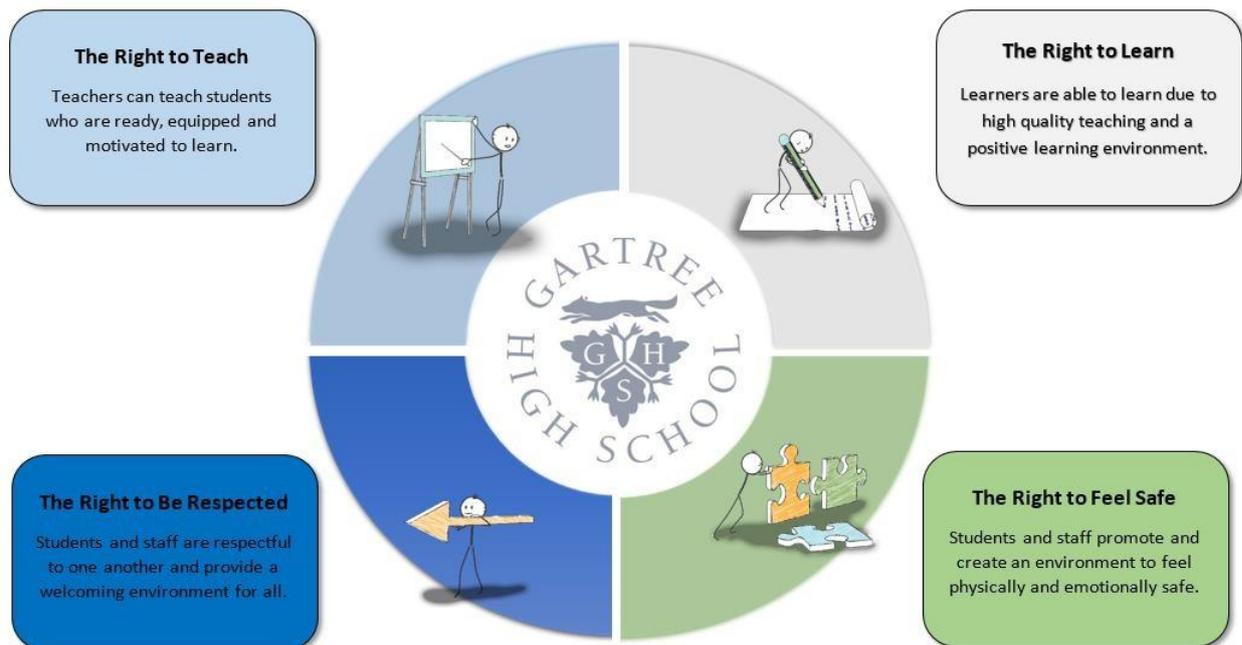
"Aspiring to personal excellence in a supportive community"

Governors at Gartree High School support the work of the staff to promote good behaviour at all times. It is recognised that good behaviour needs to be taught and does not necessarily come naturally. Our approach to promoting good behaviour is a proactive one, and is solution focused wherever possible. Key principles underpinning our approach are those of striving to support young people to understand the viewpoint of others and provide opportunities for reparation and forgiveness.

We believe that the quality of learning, teaching and behaviour in school are inseparable issues and are the responsibility of all staff.

In response to this, the following Behaviour Charter has been developed for students and is clearly displayed around the school.

Gartree High School Behaviour Charter



Aspiring to Personal Excellence in a Supportive Community



Rewards

Every opportunity is taken to reward and acknowledge student accomplishments both in and out of the classroom through using certificates, praise, letters home and celebrating student's work.

There is also a half-termly whole school rewards for students 'always doing the right thing'. Assemblies and the inclusion of names in the newsletter home to parents are used to celebrate student success in a wider sense such as sporting awards, musical success and achievements in the performing arts. Students are also rewarded in different ways dependent on their year group, such as gatherings, prizes, trophies and certificates.

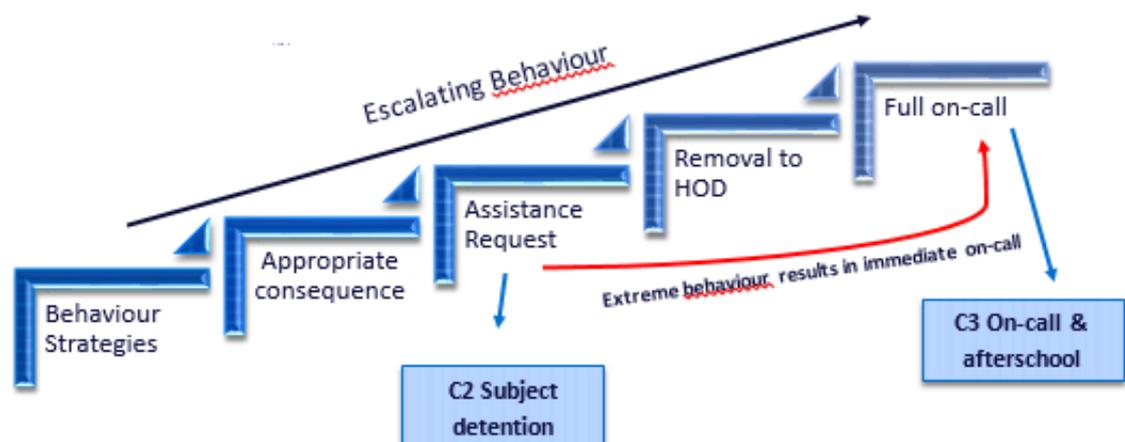
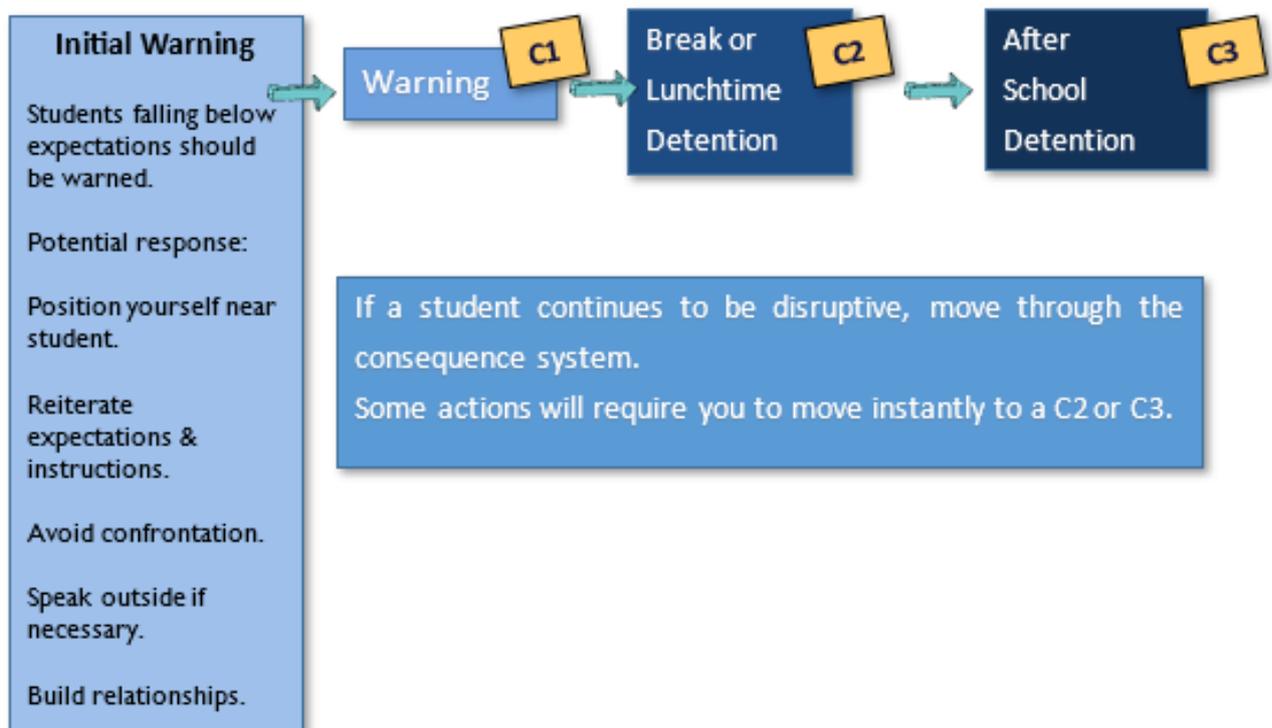
Merits

Merits are awarded for good behaviour and a positive attitude as well as progress and attainment made in learning. These translate into merit certificates issued throughout the year. A variety of merits are awarded to students to reflect the various ways in which our students succeed in school:

- **Subject merit** – outstanding piece of work or making significant contribution to own learning or learning of others.
- **Head of Department Merit** – for consistently outstanding work that is celebrated across the department.
- **Headteacher Merit** – awarded to students who are sent to a member of the Senior Leadership Team to show an outstanding piece of work or share a major success.
- **Subject awards** - Students are awarded certificates for outstanding attainment and effort in a particular subject.

Consequences

If after teachers have exhausted a variety of behaviour management approaches and verbal warnings have been given, a consequence (C1-C3) is issued following the chart below:



Student behaviour, including consequences, is regularly monitored and analysed. Should student behaviour be of concern then support and monitoring is put in place. This can range from tutor report, to SLT report, behaviour plans and further sanctions for continuing poor behaviour.

If an incident is serious, a C4 consequence may be imposed. A C4 consequence consists of the following sanctions, depending on the severity of the behaviour:

- Isolation
- Internal Exclusion
- Suspension (please see exclusion policy)

In acting reasonably to regulate student behaviour when on or off the school site, staff will consider the following principles:

- The severity of the behaviour.
- Where the behaviour took place.
- The extent to which the school's reputation has been affected.
- The extent to which the behaviour would have an impact on the orderly running of the school.
- The extent to which the behaviour might pose a threat to another student or staff member (e.g. bullying behaviour, threatening behaviour, extortion).

Expectations of students outside of lessons

Movement around the building

Students should travel on the left in an orderly fashion at all times and be aware of points of congestion. Staff should monitor those carefully at change-over times.

At lunchtime and breaktime

Food is served on a cafeteria system; students may also bring a packed lunch. Students are not allowed to leave the school site at lunch time. Certain areas of the school are closed at lunch time unless students are directly supervised by a member of staff. Students must respond positively to the dining supervisors who are responsible for supervision during the lunch break and liaise closely with the members of staff on duty. Where a student displays repeated unacceptable behaviour parents may be asked to make alternative lunch time arrangements for a fixed period of time.

To and from school

Students are expected to behave sensibly on the journey to and from school, showing consideration towards other students and showing respect towards members of the public including road users. Students understand that when they are wearing our school uniform, they represent the school. The use of defamatory or intimidating messages/images inside or outside school will not be tolerated.

Students can expect sanctions to be applied if their behaviour to and from school is below that expected in school and/or brings the school into disrepute. We work in partnership with the LA over the behaviour of children on contract buses. We will investigate incidents and, where required, carry out sanctions internally in the school. The LA has the power to ban students from travelling on the buses.

Behaviour outside school premises

Consequences can be imposed:

1. When a student is on the school site under the charge of a member of staff.
2. When behaviour falls below expectation when off the school premises and not supervised by staff.
3. When a student is on a school trip or being transported - in these circumstances the student may have to wait until they are back in school for the consequence.

4. Cyber bullying - where parents or children are treated inappropriately using phones, internet, email or social networking by a child at school, they are advised to bring phones or copies of pages from sites into school, report using the CEOP's (Child Exploitation and Online Protection) website, contact the Police or all three. This applies outside of the school day and at weekends.

Lateness

Children who arrive at school after 8.30am will need to enter school via the late entrance and will be recorded as 'late' on the register. Persistent lateness will count as an unauthorised absence and the Student welfare lead will become involved to support an immediate improvement in attendance.

On trips and visits

The highest standards of behaviour are expected from students making educational visits. Students must remember that they are representing the school and not do anything to damage its reputation. A member of the Leadership Team will be available 24 hours a day in the case of a crisis or support required during residential trips.

Pastoral Support

Key to our students achieving their potential is for them to learn in a safe and supportive environment. We believe that children should feel safe, be healthy, and enjoy and achieve in school. This best takes place in an atmosphere where bullying, harassment and discriminatory or oppressive behaviour are challenged and effectively dealt with. Therefore, students who have difficulties with their behaviour are supported and monitored by their Head of Year. The school also promotes emotional intelligence and wellbeing and has Assistant Heads of Years who will work with students in small groups or one to one to promote the development of these. Students also have access to a school counsellor.

Dealing with the pastoral needs of students may require the school to use external agencies such as those services provided by the local authority, police service, health service, social care and other agencies.

Special Educational Needs

We understand that behaving to a high standard comes easier to some students than to others. In an exception, some students with a special educational need diagnosis may have extenuating circumstances that means they require a reasonable adjustment to our behaviour policy. These will be dealt with individually and on advice of specialists in and out of school. All other SEN students will abide by our behaviour policy and systems.

We are ambitious for all of our students and should not lower our behaviour expectations based on SEND needs. School is the safest place for students to understand and learn boundaries and it is our duty to them to be inclusive in our approach.

Our school will support all children including SEN students and those displaying social, emotional and mental health (SEMH) difficulties. We maintain the belief that students' behaviour should be understood and can be modified, managed and enhanced in order to enable them to access learning. However, all students will have a consequence when behaviour falls below expectations and impacts on others.

Detentions

All parents are made aware of our policy of giving detentions. We ensure that they are proportionate and reasonable to the circumstances. All teaching staff can give detentions.

Lunchtime detentions given by teaching duty staff allow students enough time to eat their lunch. Parents are given at least 24 hours' notice of a detention held after school. An agreement for a detention to take place is not necessary, although working in partnership with parents/carers is the preferred choice in the majority of situations. No detentions are held at weekends or on non-teaching days. Temporary staff and cover supervisors are allowed to give detentions where appropriate, student teachers and supply teachers may do so with the approval of the class teacher or head of department.

Internal Suspension: Alternative Hours and Attendance

To maintain a calm, safe, and supportive environment, Gartree High School reserves the right to implement alternative hours of attendance for any student serving an internal suspension (also referred to as internal exclusion or reflection). For incidents of serious misbehaviour, students directed to work in a supervised setting away from their peers may be required to attend school during adjusted hours, typically 10:00 am to 4:30 pm.

Possession of Drugs or Offensive Weapons

Offences of this nature will be dealt with severely - (please see exclusion policy).

Dangerous objects will not be returned to students and in some cases the parents will be asked to collect the items, or in other cases, the police may be informed.

Zero Tolerance to Sexual Harassment and Sexual Violence

Gartree High School maintains a zero-tolerance approach to all forms of sexual harassment and sexual violence. Any report of unwanted sexual behaviour, sexual comments, or the sharing of inappropriate images will be met with a prompt, decisive, and supportive response. We ensure that such incidents are never ignored or dismissed as "banter". All victims are reassured that they will be taken seriously and kept safe, and the school will work with external agencies, including the police and children's social care, as appropriate.

Confiscation and Searches

Staff may confiscate items banned from school site or being used inappropriately in accordance with the *Searching, Screening and Confiscation Advice for School, DfE July 2022*. Staff can search for any item banned by the school rules such as knives/weapons, illegal substances, alcohol, stolen items etc. However, staff will usually ask for students to voluntarily show them the contents of their bag, pockets etc. Such requests will be carried out by two members of staff one of whom will be of the same gender as the student.

In cases of weapons, drugs or stolen property the police may be asked to carry out the search. Staff should not search through messages or images on a student's phone but can ask a student to reveal them voluntarily.

Malicious Allegations against Staff or Students

Where a student makes an accusation against a member of staff or another student, and that accusation is shown to have been deliberately invented or malicious, the school will treat the matter as an incident of serious misbehaviour. In such cases, the school will apply sanctions in accordance with this policy. Furthermore, the school may consider whether the student making the allegation is in need of help or if the act was a "cry for help," potentially requiring a referral to external support agencies. Throughout this process, the school remains committed to supporting the pastoral needs of the staff or students accused of misconduct.

Honesty and Integrity during Investigations

We believe that for all students and staff to exercise their right to feel safe, honesty is a non-negotiable standard. When an incident occurs, students are expected to take personal responsibility for their actions and provide a truthful, complete account of events.

Consequently, the school holds a firm stance on the following:

- **Deliberate Dishonesty:** Providing false information, misleading staff, or withholding key facts during an investigation—whether to protect oneself or others—is considered a serious breach of school standards.
- **Impact on the Community:** Dishonesty undermines the school's ability to provide effective pastoral support and ensures that incidents are resolved slowly, causing unnecessary distress to those involved.

- Sanctions for Dishonesty: Where a student is found to have lied about an incident, the school reserves the right to escalate the consequence (for example, from a C2 to a C3 or C4) regardless of the severity of the original incident.

At Gartree, we believe that learning to be honest, even when it is difficult, is a vital part of a student's personal growth and character development. Drawing on the principle of reparation and forgiveness, we encourage students to "own" their mistakes so that the community can move forward positively.

Bystander Conduct and Proactive Responsibility

High standards of conduct are not just about individual actions, but about the collective responsibility we all share to maintain a calm and safe environment. Willingly remaining to watch, encourage, or film a physical altercation or fight is considered a breach of school standards. At Gartree, we expect every student to show the maturity and integrity required to de-escalate conflict rather than facilitate it.

In the event of a conflict or physical altercation, students are expected to move away immediately to allow staff the space to restore order and ensure the safety of all students and to inform a member of staff as quickly as possible. If it is possible for a student to de-escalate the situation then they may if it is safe to do so.

The school will take a firm stance against those who act as "willing bystanders." Remaining at the scene of a conflict is passive encouragement to those involved.

Using a mobile device to film, record, or share incidents involving other students on social media will be treated as a serious breach of school standards.

Appropriate use of staff time

Pastoral support at Gartree is a vital resource designed to ensure students can learn in a safe and supportive environment. To maintain the effectiveness of these services, students are expected to engage with pastoral staff in a purposeful and respectful manner. Activities that intentionally disrupt or waste the time of the pastoral team—such as providing false information or failing to engage with agreed support plans—will be treated as non-compliance or defiance. This ensures that pastoral resources remain available for those in genuine need and that the "orderly running of the school" is maintained.

Use of CCTV for Disciplinary Decisions

Gartree High School utilises CCTV on the premises. Images obtained via CCTV may be used by the school leadership for disciplinary purposes and to establish the facts of an incident. However, the school is not at liberty to share CCTV images or footage with parents or carers. Furthermore, as specified in school standards, staff do not require "evidence" such as CCTV to enforce school rules or confiscate items when a breach of policy is identified.

Leaving the School Premises without Permission

The safety and welfare of our students are the school's paramount priorities. Once a student has arrived on the school site, they are under the legal duty of care of Gartree High School and are not permitted to leave the premises at any time during the school day, including break and lunchtimes, without explicit, prior permission from a member of the Senior Leadership Team or the pastoral office. Leaving the school site without permission is classified as serious misbehaviour. Any student found to have left the school premises without authorisation will be subject to an immediate consequence, which may include internal exclusion or suspension depending on the severity and circumstances of the incident.

Online Behaviours

The same high standards of behaviour expected on the school site apply to the online space. Gartree will issue sanctions for online misbehaviour, including cyber-bullying or the use of defamatory and intimidating messages, if it poses a threat to another student, affects the reputation of the school, or has repercussions

for the orderly running of the institution. Students are reminded that when they are identifiable as members of the school online, they represent the Gartree community and must act with dignity and respect.

Zero Tolerance to Sexual Harassment and Sexual Violence

Gartree High School maintains a zero-tolerance approach to all forms of sexual harassment and sexual violence. Any report of unwanted sexual behaviour, sexual comments, or the sharing of inappropriate images will be met with a prompt, decisive, and supportive response. We ensure that such incidents are never ignored or dismissed as "banter". All victims are reassured that they will be taken seriously and kept safe, and the school will work with external agencies, including the police and children's social care, as appropriate.

Truancy and Same-Day Sanctions

Truancy is defined as a serious breach of acceptable behaviour. Consequently, any student identified as truanting, whether from an individual lesson, a registration period, or for a portion of the school day, will be required to attend an after-school detention on the **same day** for a duration of **90 minutes**. Parents or carers will be notified of the same-day detention as soon as the detention is confirmed. In accordance with Department for Education guidance, the school does **not require parental consent** for detentions. While we aim to work in partnership with families, a parent's inconvenience regarding travel arrangements does not invalidate the legality of the sanction.

Mobile Phone Protocols

To ensure a "digital break" and a focus on learning, mobile phones and smart devices must be "off and away all day". If a mobile phone or device is seen or heard on the school site, including if it is used under a coat or in a bag, it will be confiscated immediately. The confiscated device must be handed into student reception at the start of every school day for the next five consecutive school days to ensure the breach of standard is not repeated. The incident will be recorded as a C1 consequence.

While many students feel their reason is justified (e.g. texting home, checking appointments, feeling unwell), we cannot allow individual student judgement to override school policy. If contact with home is needed this can always be arranged via our pastoral team or student reception. This applies to both parents and students. We do not operate on a "not seen, not used" basis. If a student is using a phone - whether it's under a coat, in a bag, or behind a book - it still breaches this policy. A staff member's direct observation is sufficient. We are not required to provide proof beyond this including CCTV, nor should we do this at the expense of spending time supporting students within the school. The Department for Education supports this approach, using the civil standard of proof: 'on the balance of probabilities' not the criminal standard: 'beyond reasonable doubt'.

Items prohibited from the school premises – examples include:

- Knives, blades or weapons
- Alcohol
- Vapes
- Drugs (except for prescribed medication)
- Tobacco and cigarette papers
- Stolen items
- Energy drinks
- Fireworks/firecrackers
- Pornographic images
- Any article a staff member reasonably suspects has been or is likely to be used to commit an offence, or to cause personal injury to, or damage to the property of, any person.