Haberdashers' West Midlands Academies Trust

Haberdashers' Adams

Haberdashers' Abraham Darby

BEHAVIOUR POLICY

2026-2027

BEHAVIOUR POLICY	
Named Responsibility of Policy	Mrs C Price – Senior Vice Principal – Haberdashers' Abraham Darby Mrs E Moss – Deputy Headteacher – Haberdashers' Adams
Date of Original Policy	August 2020
Date Policy Updated	September 2026
Date of Next Review	September 2027
Governor Accountability	Pupil and Staff Welfare Committee
This policy will be readily accessible to Parents/Carers/Staff/Visitors/Members of the Public through the school websites	

COMMITMENT TO REVIEW

This Policy will be monitored and reviewed annually by the relevant policy owner named and evaluated and approved by the Governing Body on an annual cycle, and/or in the light of changes to National Curriculum requirements and DfE guidance/regulations.

This policy expresses the shared beliefs that the school communities within the Haberdashers' West Midlands Academies Trust (HWMAT) strongly hold and is the foundation policy for all the other polices across HWMAT and the procedures within each school. We believe:

- The way children and adults behave depends on the way they feel about themselves
- The way children and adults feel about themselves depends on the way in which those around them respond to their behaviour

Each school understands that this policy operates in their own particular context. Where applicable, information specific to each school is made clear within the policy. It is also understood that this is the case for all of the policies and procedures referred to in this document, regardless of whether or not the boarding aspect or the day schools are expressly mentioned.

This policy applies to all HWMAT employees and should be read alongside our anti-bullying policy and separate guidance booklets and codes of conduct for staff, pupils and parents. The Home-Academy/School Agreements for Haberdashers' Abraham Darby (HAD) and Haberdashers' Adams (HA) are included at the end of this policy.

1. Introduction

The Trust, together with the Headteacher and Principal of the respective schools, affirms that five clear goals underpin the behaviour and expectations of each school community. We believe in:

- Educating the whole person; equipping our young people to play an active and leading role in society in the Twenty-First Century
- Developing pupils who are ambitious, hard-working and successful
- Encouraging pupils to have an intellectual interest and curiosity in their studies. We want them to be excited by their studies and to become lifelong learners
- Pupils being fully involved in extra-curricular activities and aspiring to do these to the best standard possible
- Encouraging all pupils to aspire to the highest standards of behaviour and to have strong principles and values.

2. Aims of the Policy

2.1. This policy sets out to:

- Ensure all members of each school feel valued and secure, in order to be successful in teaching and learning
- Encourage mutual respect, self-discipline and appropriate behaviour between all members of the school communities
- Provide a focus for the other HWMAT Policies and the specific procedures of each school.

3. Our vision

At Haberdashers' Abraham Darby (HAD) the aim is to provide a welcoming environment where everyone feels safe and valued. Our Community, Our School, this is who we ARE, where ARE represents our values of *aspiration, respect and excellence*. Our values underpin every aspect of school life, both within and beyond the classroom.

At Haberdashers' Adams, (HA) this is adapted to 'Happy, Healthy, Safe and Respected' and our core values are *respect, integrity, responsibility, service and resilience*. We believe that if all members of the community exhibit these qualities, everyone has the opportunity to thrive and be 'the best they can be.' This will enable our pupils to lead successful lives.

HWMAT expect all our pupils and staff to care for each other, have high standards and expectations for both uniform and equipment, complete classwork, coursework and homework to the best of their ability and to turn up to school and all timetabled activities on time.

All of these standards would be essential in the 'world of work' and are very reasonable expectations to insist upon.

4. Behaviour for Learning

HWMAT aims to provide a safe, secure and supportive environment where pupils can learn, and teachers can teach. There is a direct link between the way young people learn and their behaviour. It is the responsibility of staff at all levels to help and encourage pupils' understanding of socially acceptable and appropriate behaviour.

To encourage this, staff will:

- Model exemplary behaviour
- Treat all children and adults with respect
- Speak politely to each other and to pupils
- Build pupil confidence and self-esteem through positive reinforcement
- Avoid using critical or sarcastic language
- Recognise pupil effort and achievements on a regular basis and celebrate success
- Keep parents informed about success, progress and achievements
- Challenge unacceptable behaviour, keeping calm at all times, using the language of 'choice and consequences' and focusing on the behaviour' and not the individual pupil as defined by responsibilities in the ***Staff Codes of Conduct*** for each school.

We will not accept the following behaviour:

- Disrupting the learning of others
- Refusal to comply with instructions from staff
- The use of rude, offensive or inappropriate language to other pupils or staff
- Acts of aggression or any kind of physical violence towards pupils
- Acts of aggression or any kind of physical violence towards staff, parents or visitors
- Bullying or intimidation
- Inappropriate use of mobile phones or other mobile equipment
- Racist, sexist or homophobic comments
- Vandalism
- Possession and/or use of prohibited items
- Displays of public affection by pupils towards their peers or with a person that they choose to have a relationship with. We therefore discourage pupils from kissing, holding hands or other types of intimate physical contact whilst in the School or Academy.

If unacceptable behaviour occurs, members of staff will:

- Challenge the behaviour
- Tell the pupil what they find unacceptable and why
- Explain how they could have behaved differently, modelling what they could have done or said
- Try to find out why the pupil is behaving this way
- If the unacceptable behaviour is repeated, or if it is judged to be serious, the pupil will face a sanction appropriate to the behaviour in accordance with each school's ***Rewards and Sanctions policy*** (summarised below).

5. Rewards and consequences

Rewards

The successful management of behaviour and rewards is central to the HWMAT's ethos of providing an environment within which pupils and adults can develop good relationships, showing care, respect and consideration for each other within each school and the community. Our systems of praise and rewards, encourages pupils who apply themselves and behave in a commendable way to support the ethos of the Trust and to develop their own potential. Each school across the Trust provides the opportunity for all pupils to take on some form of responsibility.

- At HAD positive points are awarded to pupils who are displaying behaviours that reflect our school values of Aspiration, Respect and Excellence. Pupils are recognised for engagement, effort, contribution and resilience as well as success. Outside of the classroom positive points are awarded for character attributes such as kindness, being polite, being a role model and showing respect for the environment. Pupils are celebrated for consistently doing the right things, including daily points awarded for wearing correct uniform and being equipped to learn. Pupils are rewarded weekly, half termly, termly and yearly with badges, prizes, reward trips, reward days, and our annual Academic Awards and Prize Giving.

- At Haberdashers' Adams, pupils are awarded positive points for demonstrating behaviours that reflect our school values of Respect, Integrity, Responsibility, Service and Resilience. Positive points also recognise high levels of effort and attainment, as well as commitment to extracurricular activities and the wider life of the school. Sustained contributions are celebrated through the awarding of sports, activity and House colours. Academic achievement and progress are recognised through termly Taylor commendations and Peterson Awards and individual awards presented at the annual Prize-Giving

Ceremony.

Consequences

School staff have statutory authority to discipline pupils whose behaviour is unacceptable, who fail to meet HWMAT's expectations or who fail to follow a reasonable instruction. Pupils can be disciplined at any time in either school or elsewhere under the charge of the school e.g., on school visits. Pupils can be disciplined for misbehaviour outside of school, for example, when traveling to and from school, in the vicinity of the school and when wearing school uniform. At all times pupils are representatives of their school, so their behaviour away from school may also be sanctioned within the school if their behaviour for instance, calls the good name of the school into disrepute.

All sanctions imposed by either school must be fair, reasonable, proportionate and not in breach of any legislation.
Poor behaviour must be addressed, and all staff have a professional obligation to highlight and help pupils improve their behaviour.

Discipline is administered calmly and works best when it is applied thoughtfully, consistently and a distinction is drawn between the poor behaviour and the individual. A pupil who perceives animosity or lack of respect from a teacher is more likely to react adversely

In the first instance a member of staff should attempt to deal with poor behaviour. This is likely to begin with reminding a pupil that their behaviour has fallen below acceptable levels. The way the behaviour will be dealt with will be increased progressively if the pupil fails to respond appropriately.

Staff may make written contact with parents/carers to inform them of behaviour concerns. This could be in the form of an email or through a letter. These must first be checked by the Curriculum Leader/Head of Department (HA/HAD), Key Stage Leader/Head of House/Head of Year (HAD) or another senior member of staff.

Staff may telephone parents/carers but are advised to consult with Key Stage Leaders/Heads of House (HA)/Heads of Year (HAD) or member of SLT that they are doing so. In certain instances, telephone calls may not be appropriate, as directed by the Key Stage Leader/Head of House/Head of Year (HAD) or member of the SLT

Restorative Work

Often consequences tend to follow the concept of "logical consequences" e.g. an action that restores or repairs the damage done by the behaviour. An example of this may be that a pupil would conduct a litter pick if they have shown behaviour that disrespects their environment. As each consequence is bespoke to the behaviour seen, this policy will not contain all possible restorative consequences, but must ensure that any consequence of this nature if fair, reasonable and proportionate. Either school may use restorative work as a standalone consequence or alongside another appropriate consequence. (e.g. a racist incident would result in a suspension, followed by a restorative conversation between victim and perpetrator or for the perpetrator to conduct a presentation to a limited audience on the history of racism).

Detentions

Teachers have the legal power to impose detention in and outside of school hours; this is defined as after any school day when the pupil is present. Parental consent is not required for detention.

- Pupils will be detained for no more than 30 minutes at the end of the school day without prior parental notice.
- Pupils may be detained for up to 2 hours at the end of the school day for a severe incident, with parental notice
- Where possible schools will aim to give 24 hours' notice of detentions.
- Detentions at HA are as follows on an escalating scale: lunchtime detentions, 30 minute after school detentions, 60 minute after school detentions, 2-hour SLT detention.
- Detention at HAD are as follows on an escalating scale: 20-minute break time detention, 30 minute after school detentions, 60 minute after school detentions, 90 minute SLT detention. Some behaviours do not escalate but instead trigger immediate SLT detention. These include: swearing at staff, discriminatory behaviour and using a mobile phone. Isolation is issued as a consequence for repeated non-attendance at detention. Parents are invited to attend a meeting in school for pupils who repeatedly

do not attend their scheduled detention.

Suspensions

Internal suspension (isolation/reflection) can be authorised by a member of SLT (HAD and HA), and by Heads of House (HA) and Heads of Year (HAD). This will involve students being removed from the main school area and undertaking academic and reflective work away from their peers.

*School Suspensions (*can only be authorised by the Principal/Headteacher or Senior Vice Principal/Deputy Headteacher (Pastoral) in their absence. This will involve students not being permitted into school for a fixed period of time. See section 12 for further information.

Permanent Exclusion

The Headteacher/Principal can exert their right to permanently exclude a pupil from the school in certain situations. Further details are found in section 12.

6. Behaviour support, intervention, and referral

This section applies only to Haberdashers' Abraham Darby

- All teaching staff implement a 5 stage behaviour management system to effectively manage behaviour in their classrooms. Stages 1 and 2 are verbal reminders, stages 3 and 4 are sanctioned reminders (where the sanction is recorded on ClassCharts and communicated with parents via the app) and stage 5 is a lesson removal.
- Referral of pupils should in the first instance be to the Head of Department/Curriculum Leader. However, in situations where this is not possible, or if an urgent response is required, referral should be made to the Year/*Pastoral* team, who may seek guidance from the Assistant Vice Principal &/or Senior Vice Principal Behaviour & Attitudes.
- Those to whom behavioural issues have been passed will put appropriate measures in place to manage the pupil's behaviour, usually in consultation with the *Curriculum Leaders or* Heads of Year. This can involve a range of sanctions and measures designed to address and improve the pupil's behaviour, including after school detention. The pupil may be referred to their year team hub, &/or Isolation for the rest of the lesson, day or for a specified period as a consequence of the pupil's behaviour. The aim will always be to get the pupil back into normal education as quickly as possible.
- Negative points are sanctioned to pupils who are displaying behaviours that do not reflect our school values.
- Support and early intervention are provided to pupils through a tiered Behaviour Support Plan. The Behaviour Support Plan is overseen initially by the pupils' mentor using a targeted report, and escalated, if required, to the pupils' Head of Year.
- An onsite Alternative Provision centre (PATHWAYS) exists for Key Stage 3 *(THRIVE) and Key Stage 4 (ADAPT)* pupils who have had prolonged difficulty in managing their behaviour. *This provision is* led by a senior member of staff and supported by a number of experienced staff. There is a high ratio of staff to pupils in the provision. Pupils in this provision will be provided with a full-time education programme and there will be high expectations of them, with an emphasis on success and achievement.
- Pupils may be issued an 'offsite direction' to serve their internal isolation (1 day, 2 days or 3 days) consequence at another Secondary school in Telford and Wrekin.
- Pupils may be issued an 'offsite direction' to attend another Secondary school in Telford and Wrekin for a fixed period of time (typically 6 weeks in the first instance). The pupil will remain on roll at HAD during this time.
- The school may seek additional advice and support from the Behaviour Support Advisory Team (BSAT) for pupils who are not responding to the school's behavior management system.
- Pupils may be referred to the School Engagement Programme situated at AFC Telford, for a period of 1 or 2 days. Parents must consent to this provision and are responsible for organising transport. The provision's purpose is to support pupils with unpicking and reflecting on their behaviours. In addition, they provide the school with a report to support the pupil's successful reintegration back to school.
- The school may call a Pupil Disciplinary Meeting at any time to discuss pupil behaviour. Parents, the Principal, governor/s, the Trust CEO, the pupil, and any other relevant staff will be invited to attend this meeting.

This section applies only to Haberdashers' Adams

- Students who require additional support for their behaviour may be referred by their house to the Inclusion Officer and/or Head of Learning Support. Staff may offer withdrawal activities, interventions mentoring and/or other support for those who are unable to access the classroom. For further details see the school's Early Help offer on the school website.

7. Uniform

HWMAT believes that uniform plays a valuable role in contributing to the ethos of each school, setting an appropriate tone and instilling pride. The uniform also plays an important role in:

- Supporting positive behaviour and discipline, encouraging identity with, and support for HWMAT's ethos
- Promoting a strong and cohesive school identity that supports high standards and a sense of identity among pupils. If some children look very different to their peers, this can inhibit integration, equality and cohesion
- Ensuring pupils of all races and backgrounds feel welcome and protecting children from social pressures to dress in a particular way
- Nurturing cohesion and promoting good relationships between different groups of pupils
- Uniform includes clothing required for Physical Education (PE) and Games; this is practical, comfortable, and appropriate to the activity involved

Further details can be found in each school's ***Uniform Policy.***

Should pupils not follow the uniform policy then the following will apply at Haberdashers' Abraham Darby:

Arrival at school in incorrect uniform:
Pupils should present a note from home excusing their uniform infringement for the day. Mentors will provide the pupil with a Pink Slip for one day, which pupils should hand to teachers if challenged for their incorrect uniform. Mentors will liaise with parents regarding uniform, and in exceptional circumstances, may provide the pupil with a Pink Slip for a longer duration to provide time for parents to purchase/replace the incorrect item. This will be no longer than a week. A negative point for incorrect uniform will be issued to pupils when uniform remains incorrect after the agreed period of time on their Pink Slip.

Presenting incorrect uniform during the school day: Pupils will be challenged by all staff for incorrect uniform. This may include being asked to fix their uniform such as tucking their shirt in, straightening their tie or doing up their top button. There are no further sanctions for pupils who correct their uniform. Pupils in incorrect uniform must present their pink slip to staff when challenged.

- The Principal, or a person authorised by the Principal, may instruct a pupil to go home briefly to rectify a breach of the school's expectations on appearance or uniform. When making this decision consideration will be taken of the pupil's *circumstances such as* age, *safety*, journey time and cost
- For pupils in years 7-11, parents/carers will be contacted, and the pupil only sent home during school hours if accompanied by parent/carer or if the parent/carer gives explicit permission for the pupil to go home unaccompanied.

Should pupils not follow the uniform policy then the following will apply at Haberdashers' Adams:

Pupils will be stopped on entry to the school or at any point during the school day and asked (if possible) to rectify their uniform. If it is not possible for a pupil to correct their uniform (e.g. they are wearing trainers) then a "For Information" will be communicated home (note this is NOT a sanction) and the pupil will be asked to report in correct uniform the following day. For each further breach of the uniform policy the following will apply:

- A "Concern" will be issued (note this is NOT a sanction).
- A 30-minute lunchtime detention
- A 30-minute after school detention
- A 60-minute after school detention
- A 2-hour SLT detention

Further breaches will be sanctioned for "persistent non-compliance."

If a pupil is in incorrect sports uniform then they will have that privilege removed for the following week.

In the case of extreme breaches of the uniform policy pupils may be asked to remove the offending item (e.g. if it is offensive) and it may be confiscated. In other extreme cases pupils may not be permitted to attend

lessons until rectified.

- The Headteacher, or a person authorised by the Headteacher, may instruct a pupil to go home briefly to rectify a breach of the school's expectations on appearance or uniform. When making this decision consideration will be taken of the pupil's *circumstances such as* age, *safety*, journey time and cost
- For pupils in years 7-11, parents/carers will be contacted, and the pupil only sent home during school hours if accompanied by parent/carer or if the parent/carer gives explicit permission for the pupil to go home unaccompanied.

The uniform policy is fair and reasonable and fulfils the HWMAT's obligations under the Human Rights Act 1998 and the Equality Act 2010.

8. Mobile phones and other technological devices

For safety reasons, we appreciate that parents/carers may wish for their child to have a mobile phone with them in school. All phones brought in to school should be turned off and placed in a pupil's bag before entering the school grounds and remain there until leaving the site. Tucking a phone into the waist band of a skirt or trousers is not acceptable. For full details please see each school's separate Mobile Phone/Mobile Technology Policy.

The school accepts no responsibility or liability for any mobile phones (and peripheral devices e.g. headphones, ear buds/airpods and speakers) brought into school by pupils.

The Aims of the mobile phone policy are:

1. To ensure that all classrooms are learning spaces; free from distractions from mobile phones
2. To reduce confrontations between staff and pupils when challenged about mobile phone use
3. To make sure that pupils are not walking around whilst using mobile devices and therefore reducing safety hazards
4. To improve social interaction between pupils and reduce mental, health and wellbeing issues related to use of phones

Haberdashers' Abraham Darby and Haberdashers' Adams is a 'No Mobile Phone school'. We operate an 'if we see it or hear it, we will confiscate it' policy.

Mobile phones can be used by sixth form pupils at HAD in the following areas only:

- On the sixth form balcony work areas and in/around the sixth form area

Mobile phones can be used by sixth form pupils at HABS in the sixth form centre:

- Mobile phones may only be used for non work related reason during break and lunchtime.

Y7-Y11 pupils

In an emergency, staff will allow access to a school phone for pupils to contact home
Pupils wishing to check Parent Pay lunch account balance updates should report to a member of the teaching/support staff.

Mobile phones cannot be used on the school site and this includes the following areas:

1. Walking around the buildings/outside spaces of the school site
2. Corridors
3. In break out spaces
4. In classrooms / learning environments
5. In the Restaurant
6. On the playground
7. In toilets

Phone policy at <u>Haberdashers' Abraham Darby</u>:

- All pupils in y7-11 have been provided with a phone pouch. All pupils in y7-11 must put their phone in the pouch and ensure it is locked shut **before** entering the school building. Staff are available to support pupils with unlocking and locking their pouches at the start and end of the school day.
- Any pupil who arrives at the Academy without their pouch must hand their phone to a member of staff **before** entering the building. The phone is locked in a school safe until the end of the day.

- Any pupil who loses or damages their pouch will be expected to a purchase a new pouch if they wish to continue to bring their phone to the Academy.
- Spot checks, which may include a search of the pupils bag and blazer, are carried out by SLT staff to ensure all pupils are adhering to our phone policy.
- If a pupil's phone is found in their possession not in a pouch the following consequence will apply: -3 behaviour points, 90 minute SLT detention and phone confiscation until 3:30pm on the day of confiscation.
- If a pupil is seen using their phone in school the following consequence will apply: -3 points, Isolation sanction for the rest of the day and phone confiscation until 3:30pm on the day of confiscation.
- If a pupil refuses to hand over their phone for confiscation the following consequence will apply: parents contacted to attend the Academy and remove the phone. If this is unsuccessful the pupil will be suspended from the Academy.

If it is proved that a pupil has used his/her phone to bully or intimidate another person, the phone will be confiscated and returned only to a parent/carer. Each school will then decide on the appropriateness of that pupil having a mobile phone in school following such an incident. Any future misuse of the phone may result in a total ban for that pupil on having a mobile phone in school. The ban will continue until it is certain that the pupil will in future use the phone in an appropriate manner at all times.

Should pupils not follow the above policy then the following will apply at <u>Haberdashers' Adams</u>:

Staff will confiscate the device for each offence and hand it into the school office. Parents will be informed. Pupils can collect at 3.45pm.

- First offence – confiscation only
- Second offence – lunchtime detention
- Third offence – 30 minute after school detention
- Fourth offence – 60 minute after school detention
- Fifth offence – Compulsory phone locker each day.

If pupils continue to flout this policy after a fifth offence then parents/carers will be contacted to discuss the way forward, which may be a temporary or permanent ban from having such a device in school. Those who are persistently non-compliant are at risk of being suspended.

9. Searching and Confiscation

HWMAT has a statutory obligation to manage the health and safety of staff, pupils and visitors and ensure that discipline is maintained.

- Under this authority we reserve the right to search and screen pupils under the following circumstances and to confiscate items as described below
- Pupils will be treated courteously and afforded respect and a reasonable level of personal privacy during any search or screening; personal items will only be searched in the presence of the pupil
- Searching should normally be carried out by a member of staff who is the same gender as the pupil. There must be a member of staff present during the search to act as a witness, who should also be the same gender
- There is an exception to the same sex and witness rule; if there are reasonable grounds to believe that there is risk of serious harm to a person or persons if the search is not carried out immediately and it is not reasonably practicable to summon another member of staff
- Parents will not be informed prior to a search or to seek parental consent and there is no legal requirement to keep records of searches carried out
- Parents will be informed if search or screening uncovers items that will result in Academy disciplinary action or police involvement.

Searching with consent

- We can search pupils for any item with consent from the pupil
- Parental permission or pre-notification is not required
- We do not require written, formal consent in advance of a pupil search; it is enough for a teacher to ask the pupil to turn out their pockets or empty their bag.

Searching without consent

If a member of staff has reasonable grounds to suspect that a pupil is in possession of a prohibited item, a pupil

can be instructed to undergo a search without consent; parental permission or pre-notification is not required

The Principal/Headteacher and any staff authorised by the Principal/Headteacher have a statutory power to search pupils and their possessions with or without consent where they have reasonable grounds for suspecting that the pupil may have one of the banned items.

Any search for a prohibited item, and any search conducted by the police, will be recorded in the school's safeguarding system, whether or not an item is found. If a pupil refuses to cooperate with a search, staff will consider the reasons for the refusal and respond fairly and proportionately. The refusal will not automatically be treated as an admission of guilt, although an appropriate consequence may be applied in accordance with the school's Behaviour Policy.

The list of prohibited items is (not exhaustive).

- Knives, bladed items, weapons of any sort that can cause danger to themselves and others. **It is an offence under section 139A of the Criminal Justice Act 1998 to carry an offensive weapon or knife on school premises.** If a pupil is found to possess a knife or indeed any weapon of sort, the school will notify the police immediately. This may lead to a permanent exclusion and a charge for possessing a weapon
- Alcohol or any alcoholic drinks
- Illegal drugs or 'legal highs'
- Stolen items
- Tobacco, cigarettes, lighters, matches, cigarette papers, vapes, e-cigarettes
- Any paraphernalia used in the consumption of any of the above
- Fireworks
- Pornography
- Any item that the member of staff reasonably suspects has been, or is likely to be, used to commit an offence, cause personal injury, or damage property.

It is the responsibility of the pupil to ensure that they are not in possession of any illegal items on the school site regardless of who owns it. If found, they will receive a strong punishment.

Electronic devices

Staff may examine data files held on personal devices during a search if they believe they have good reason to do so, *especially in this era of social media and cyberbullying*
In determining a good reason to examine or erase data or files, staff must have reasonable suspicion that the data or file has been or could be used to harm or to disrupt teaching

If the device is to be returned, relevant files may be deleted or retained by the school to support disciplinary action, or where appropriate, passed to the police.

Confiscation

HWMAT staff can seize any prohibited item found as a result of a search, and can also seize any item found which is considered to be harmful or detrimental to school discipline; this includes deleting electronic images or passing illegal material on to the police.

Depending upon the nature of the confiscated item, it may be retained by the school or disposed of as a disciplinary measure where reasonable. Depending on the item and context, it may be that the school will only agree to return the item to the parent/carer and not directly to the child.

Confiscated weapons, knives or bladed items, items believed to be stolen, vapes and illegal drugs will be passed onto the police or disposed of by the respective school. They will NOT be handed back to parents or carers.

10. Use of reasonable force

HWMAT staff have a legal right to use reasonable force to control or restrain

"Control" means passive contact, such as standing between pupils or blocking a pupil's path, or actively leading a pupil by the arm away from a classroom or difficult situation.

"Restraint" means to hold back physically or to bring pupils under control; for example, where two pupils are fighting or refusing to separate without physical intervention

Reasonable force can be used to prevent pupils from hurting themselves, others, damaging property or causing disorder

- Force used will be proportionate and reasonable. Staff will always try to act in ways that will minimise chance of injury to the pupil, but it may not always be possible
- Reasonable force may be used to enforce a search for prohibited items and/or items that have been or could be used to commit an offence or cause harm
- Force will never be used as a punishment and reasonable adjustments will be made for children with disabilities and special educational needs
- We do not require parental consent to use reasonable force
- Any incident involving physical restraint of a pupil will be recorded.

11. Malicious allegations

Complaints against staff are always investigated thoroughly. If after full and thorough investigation it is concluded that the allegation against the member of staff was unfounded and/or malicious, any record of the incident will be removed from the member of staff's file.

The pupil or pupils involved in making false allegations will be disciplined according to the severity of the case up to and including permanent exclusion.

12. Suspensions and exclusions

- *Suspensions and exclusions* may be used as a consequence where a breach of the behaviour policy takes place and when it is necessary to preserve the communal ethos and atmosphere of the respective school
- Decisions to suspend will not be taken lightly and can only be made by the Principal/Headteacher or Senior Vice Principal/Deputy Head (Pastoral).
- Permanent exclusion will be considered for the following:
    - Use or threat of use of or possession of knives, dangerous weapons
    - Possession, use of or dealing in illegal drugs, alcoholic products, tobacco, vapes or any paraphernalia
    - Violence or serious threats of violence towards other members of the community
    - Persistent bullying *or threats of bullying*
    - Persistent and serious disruptive behaviour
    - Persistent breaches to the school's expectations and standards
    - Where the respective school believes that a pupil's presence represents a serious threat to others

13. Behaviour of parents/carers

Given that we expect high standards of behaviour from our pupils, it is appropriate for at least the same expectation to be modelled by our *parents/carers*. In fact, we would expect *parents/carers* to demonstrate even better behaviour than their children, because their adult nature implies greater maturity.

If a parent(s)/carer(s) is/are aggressive, unpleasant, or rude to a member of staff, then they may be asked to account for their actions to the Principal/Headteacher. In extreme circumstances, the Principal/Headteacher reserves the right to restrict all conversations (about the parent/carer)'s son/daughter to the Principal/Headteacher, and in extreme circumstances will not be allowed to enter school premises. Further information can be found in the complaints policy regarding ***Vexatious Parents.***

14. Equality Act 2010

The policy acknowledges HWMAT's legal duties under the Equality Act 2010, in respect of *safeguarding of pupils with special educational needs and disabilities (SEND) and those who fall within the protected characteristics.*

Tracked changes – 2026	
Page number	Description of change made
1 and 3	Removal of word federation and replaced with Trust
Throughout	Removal of word sanction and replaced with consequence
Throughout	Fixed term suspension with School suspension
3	Positive point use at Adams
	Darby and Adams now have the same policy about mobile phones being never seen never heard
7	*Parent Pay lunch account balance updates should report to a member of the teaching/support staff before being used. The before being using has been removed*
8	*Rephrase of paragraph on searching- don't think we can take a refusal as an admission of guilt automatically.*
9	*Spelling correction*