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## *Behaviour Policy*

### *Rights and Responsibilities*

We believe that every member of the school community has the right to be safe and happy, so that every student can achieve her or his full potential (boys are admitted in the Sixth Form). We all have responsibility to do everything we can to ensure that right for others, and to look out for and protect each other. We expect everyone to behave in ways which support others. Our policy applies to all young people and adults who work in the school, including visitors.

### *Responsibilities for all of us*

- To:
- respect each other.
  - respect everyone's right to be safe.
  - celebrate each other's successes.
  - look after our environment.
  - avoid behaving in a way which is threatening, rude, hurtful or humiliating.

### *Responsibilities of all staff*

- To:
- respect each individual student and recognise his or her needs.
  - praise and encourage whenever possible.
  - make sure rules and expectations are clear.
  - be fair and consistent in expectations and application of rules.
  - supervise carefully to ensure safety.
  - listen to students who express concerns.

### *Responsibilities of teachers*

- To:
- offer lessons which are stimulating and appropriate for each child.
  - give opportunities for success in as many ways as possible, in and out of lessons.
  - give praise and reward wherever possible, including for good behaviour.
  - communicate with parents as outlined in the home-school agreement.

### *Responsibilities of students*

- To:
- take responsibility for their own actions at all times.
  - follow rules in all situations.
  - work hard.
  - take action when something is wrong (i.e. tell an adult or the School Council as appropriate).
  - avoid behaviour which hurts, disturbs or interrupts learning.
  - act as ambassadors to the school at all times.

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## ***School rules***

Follow instructions given by staff

- To:
- come to school on time, dressed smartly and in correct school uniform and with the appropriate equipment for lessons.
  - treat everyone with consideration and courtesy.
  - do not hit, threaten, shout at, abuse or bully others in any way.

## ***Expectations***

Lesson procedures

- To:
- move to lessons quietly and directly.
  - enter the room quietly when invited to do so.
  - be silent during registration.
  - listen to, and follow, instructions.
  - put up a hand to speak and wait to be asked.
  - listen and concentrate when someone else is talking.
  - explain lateness or the need to leave politely and quietly (e.g. appointment, music lesson).
  - leave the room tidy and move quietly when asked.

## ***Out of lessons***

- To:
- be courteous and caring towards others.
  - keep noise down to a reasonable level.
  - keep to a walking pace in corridors or on the stairs.
  - put litter in bins.
  - take care of the building and equipment.
  - report any damage as soon as you see it.
  - go to designated areas at break or lunchtime.
  - leave the building only when given permission to do so.
  - when travelling to and from school buildings, behave in the way expected in school and act as ambassadors to the school at all times.

**This policy will apply, as far as is practicable, to any school journey or educational visit in the UK or abroad. Details about arrangements for such visits and journeys will be found in the ‘School Journeys and Educational Visits – Policy and Procedures’ document, available on the website.**

*Remember that whatever is illegal for you outside school is also illegal in school.*