



St. John The  
Baptist College

Behaviour For  
Learning Policy

In St John the Baptist's College our aim is to promote a Behaviour for Learning Policy for staff and pupils. We do this in order to:

- ◆ Develop the school as a sensitive and caring community in which the establishment of good relationships is of prime importance in developing each pupil as an individual in their own right.
- ◆ Ensure that improvements in literacy, numeracy and information technology are priority targets for all our pupils including those with Special Educational Needs.
- ◆ Develop effective links with the community, including business and industry, so as to extend the curriculum to enhance teaching and learning.
- ◆ Create stimulating learning environments which will encourage the highest possible educational standards and which challenge our pupils to higher achievement.
- ◆ Promote Catholic education and Christian values **inherent therein and thus highlight its relevance to life and contemporary culture.**
- ◆ Promote the development of mutual respect, sensitivity, open mindedness and generosity towards others so as to enrich both personal and community life.
- ◆ Promote and develop high expectations among parent/guardians so that parent/guardians fulfil their vital role in supporting the parent/school partnership.
- ◆ Promote the development in all our pupils of a sense of pride in themselves and in their school.

# **Behaviour For Learning Policy**

## **Rationale**

The Behaviour For Learning Policy at St John the Baptist's College provides an agreed course of action amongst teachers, pupils and parents, which promotes effective teaching and learning, the worth and value of each person and respects the rights of all members of the school community. We believe a healthy balance between sanction and rewards is fundamental, and encourage everyone to implement the school rules fairly and consistently.

Our aims are:

- ◆ To foster good behaviour in a positive way within an environment where our children feel secure and free from emotional and physical harm.
- ◆ To enable our children to articulate their fears and concerns and be confident that they will receive a sympathetic and supportive response.
- ◆ To create a calm and caring community where teachers teach and children learn.
- ◆ To recognise and respect the rights of each member of our school community.

## **Responsibilities**

While promoting the rights of each individual it is important that everyone recognises their responsibility in the promotion of positive behaviour. We in SJBC encourage and reward positive behavior in many different ways. We want our pupils to experience an inspiring and rewarding experience with us. We regard ourselves as an extended family – and as with any family we want the best for our children. In order to promote our positive behavior policy, we have put in place many strategies emphasizing the celebration of achievement.

This is done through:

Pastoral and Curriculum Boards

Recognising and Recording Achievement through SIMS and Form Boards (Form Teacher)

Mindfulness and Growth Mindset

Mentoring and Counselling

Attendance Rewards

Social Media – Website, Twitter, Facebook used to present positive messages about our school community.

The introduction of lunchtime activities

The use of Student Leaders

Nurture Centre care

The agreed rights and responsibilities are summarised as follows:

## **The Rights Roles and Responsibilities of Teachers**

### **ROLES AND RESPONSIBILITIES**

To promote the Catholic  
ethos of the school.

improve. To provide support for colleagues.

To deliver the  
curriculum. To impart  
knowledge.

To facilitate learning & teaching.

To listen and value pupil's  
contributions.

To address individual needs.

To continually monitor and evaluate  
& review of practice.

To prepare pupils for adult life.

To promote life long learning.

To be fair and consistent.

To act and behave in a professional way.

To help pupils achieve full potential.

To have pupils' welfare at heart.

To plan and prepare lessons/be organised.

To treat others with respect.

To be a positive role model.

To promote a safe and caring  
environment. To report on area of  
concern.

To accept shortcomings and seek to

To be aware of legislation.

To manage behaviour in the classroom/  
school.

To attend lessons punctually.

To report to parents annually.

### RIGHTS OF THE TEACHER

To be treated with respect.

To teach in a safe, healthy and secure  
environment.

To have opportunities to develop  
professionally.

To have adequate resourcing.

To be informed and consulted on whole  
school issues.

To be supported by colleagues. To  
be valued.

To be kept well informed regarding  
social background etc. of pupils when  
necessary.

# **The Rights, Roles and Responsibilities of Classroom Assistants**

## **ROLES AND RESPONSIBILITIES**

To assist the classroom manager.

improve. To provide support for

To assist in the delivery of the

colleagues

curriculum.

To report harassment or bullying

To facilitate learning.

To listen and value pupils'

contributions.

To address individual needs.

Continuous monitoring and evaluating.  
(LSC Continuous monitoring and  
evaluating verbally along with class  
teacher.)

To help prepare pupils

for adult life.

To promote life long

learning. To be fair and

consistent.

To help pupils achieve full

potential. To have pupils'

welfare at heart.

To plan and assist in preparing lessons/be  
organised. (Reading partnership etc)

To promote the Catholic ethos of the

school. To treat others with respect.

To be a positive role model.

To promote a safe and caring

environment. To verbally report on

area of concern.

To accept shortcomings and seek to

To reinforce standards of acceptable behaviour.

To liaise with teacher to manage behaviour in the classroom/school.

To attend lessons punctually.

To model appropriate behaviour.

### RIGHTS OF THE CLASSROOM ASSISTANT

To be treated with respect.

To work in a safe, healthy and secure environment.

Opportunities to develop professionally.

Adequate resourcing.

To be informed and consulted on whole school issues.

To be supported by colleagues. To be valued.

To be kept well informed regarding social background etc of pupils when necessary.

## **The Rights and Responsibilities of Pupils**

### **RESPONSIBILITIES OF THE PUPIL**

- To attend punctually
- To come prepared for work—books, equipment.
- To listen and co-operate.
- To participate to the best of their ability.
- To seek appropriate support as necessary.
- To focus on work and care for resources.
- To complete homework on time and to the best of their ability.
- To follow the school rules and to be aware of the consequences of their own actions.
- To be polite, well-mannered and treat others with respect.
- To show respect for self, others and property. To behave in an exemplary manner.
- To report all harassment/bullying (cyber)
- To refrain from abuse—physical, emotional, verbal or cyber.
- To catch up on work upon return to school e.g. illness; sporting activity; medical appointment
- To adhere to the school dress code.
- To access all homework on Satchel one and Google Classroom.
- To take responsibly for our own learning, organisation and behavior.
- To comply with the internet access policy

### **RIGHTS OF THE PUPIL**

- To be treated with respect.
- To be taught in a safe, healthy and secure environment.
- To be provided with a positive learning and social experience.
- To be provided with Opportunities to develop spiritually, morally, culturally, physically and academically.
- To be free from verbal, emotional and physical abuse.
- To be valued, listened to.



## **The Rights and Responsibilities of Parents**

### **RESPONSIBILITIES OF THE PARENTS**

To enjoy these rights parents ensure that:

Their child attends regularly and on time.

To encourage and support their child in following the school rules and shows respect for other pupils, school staff and property.

Their child wears the correct school uniform.

To treat school staff with respect.

They provide the necessary equipment for school and seek support if required.

They oversee and promote the value of homework.

To check Google Classroom, Sachel One and the Parent App for relevant information.

To make an appointment when they wish to meet a member of staff.

To tell the school promptly of any concern about their child.

To respond quickly to concerns raised by the school.

To attend at least one parent/teacher meeting each year.

To inform school promptly of changes in (a) address, (b) telephone/mobile numbers.

To provide an explanation for their child's absence from school.

### **RIGHTS OF THE PARENTS**

To receive a quality education for their child.

To have their child taught in a warm, welcoming and safe place.

To have their child treated fairly and with respect.

To seek support for their child if he/she has any problems.

To be responded to appropriately/ sensitively when raising any concerns.

To be told promptly about any concerns.

To be informed about anything which affects their child's education/welfare.

## **School Rules**

### **We will show respect for ourselves, others and property (safe treatment rule)**

- We look after school equipment
- We listen to others when they are speaking
- We leave other people's belongings alone
- We are always polite and well mannered
- We will be respectful and kind to others
- We play/interact safely and allow others to join in

### **We will be present, punctual and prepared to work to the best of our ability (learning rule)**

- We will be in registration at 8.45am
- We will be on time for every lesson
- We will bring the right equipment, including homework, for every lesson.
- We will attempt all activities and tasks given.
- We will follow the school policy on mobile phones
- We will complete all homework on time

### **We listen carefully and follow directions from all staff and speak respectfully to others (talking & listening rule)**

- We will listen attentively to the teacher so that we will know what to do
- We will endeavor make positive contributions to learning
- We will listen to others
- We will raise our hand before we speak in whole class activities

### **We move quietly and carefully around the school (safe movement)**

- We will stay in our own designated areas at break and lunch times
- When we arrive at a classroom we line up quietly outside the room and only enter a room when instructed to do so by a member of staff.
- We will walk at all times indoors
- We will move without pushing or shoving
- We will not eat or drink in the classroom or on the corridor
- When we enter a classroom to deliver a message we will do so politely and always address the teacher first

### **We will wear our full uniform and remain in uniform for the duration of the day (uniform)**

- We will ensure our appearance is appropriate for school
- We will project a positive image of St John the Baptist's College
- We will follow the school's policy for appearance
- We will wear our blazers to and from school, on the corridors and on school trips

## **Student Dress Code**

*'We want our students to wear their school uniform with pride and to project a positive image of themselves and of our school to members of the wider community'*

### **Uniform**

Complete school uniform must be worn to school each day as outlined in our 'Guidance to parents.' School skirts must be 'knee length' and must not be altered in any way.

Trousers must be navy and not be altered to "skinny" style.

### **Blazers**

It is **compulsory** for each student to have a school blazer. Each student **must** bring a blazer to school each day. A blazer should be worn on the journey to and from school and on the corridor. It is **compulsory** for all students to wear a school blazer when they are attending events outside of school (unless otherwise directed). Jumpers (non-compulsory) may be removed if preferred.

### **Hairstyle**

Hairstyles should be simple and of a natural colour.

### **Make Up**

Students may wear **only discreet (light) foundation to match their natural skin tone**. No other makeup is permitted to be worn at any time during the school day.

### **Shoes**

School shoes must be **COMPLETELY BLACK** in colour. Heels must not be higher than 5cm (2"). **No canvas or trainer type shoes are permitted**. Parents should ensure that footwear is appropriate for all weather conditions.

## **Mobile Phones- Beginning September 2024**

***From September 2024, pupils in SJBC will not be permitted to use a mobile phone in school, during the school day, unless they have a medical reason and a doctor's note. Pupils are encouraged to keep their mobile phones at home. Pupils who bring a phone to school must adhere to the following regulations:***

- *All mobile phones should be placed in the individual ziplock bag and then into the specified form teacher box at the beginning of registration each morning.*
- *The boxes will be left in the designated area in the main office or in a locked store in the Form Class until PM registration.*
- *Phones will be returned to pupils during PM registration.*
- *Pupils who arrive to school late must sign in in the office and hand over their mobile phone which will then be placed in the appropriate box.*
- *Pupils are not permitted to use their mobile phones during the school day.*
- *If a pupil refuses to comply with the regulations on the use of mobile phones, parents/ guardians may be contacted to come and collect the pupil.*
- *If a pupil needs to contact home in an emergency, he / she may obtain permission from a member of staff to use the telephone in the school office.*

Any attempt to make or pass on any image of a pupil, or staff member, will be considered a serious infringement of school rules and can also be deemed a child protection or legal matter.

School rules will be strictly adhered to. It is important that everyone appreciates that these rules exist to protect all our pupils and staff.

We wish to protect the dignity and right to privacy of every pupil and member of staff.

- **If a pupil uses his / her mobile phone to record STAFF or OTHER pupils (while those pupils are in THE SJBC uniform), or IF THEY SHARE inappropriate images / videos of SJBC pupils OR STAFF, they will be suspended from school for a length of time at the principals / Board of Governors' discretion.**

The Principal and staff would like parents to particularly support the rule on confiscation - this will ensure a safer environment for all.

## **Further Strategies For Promoting Behaviour For Learning**

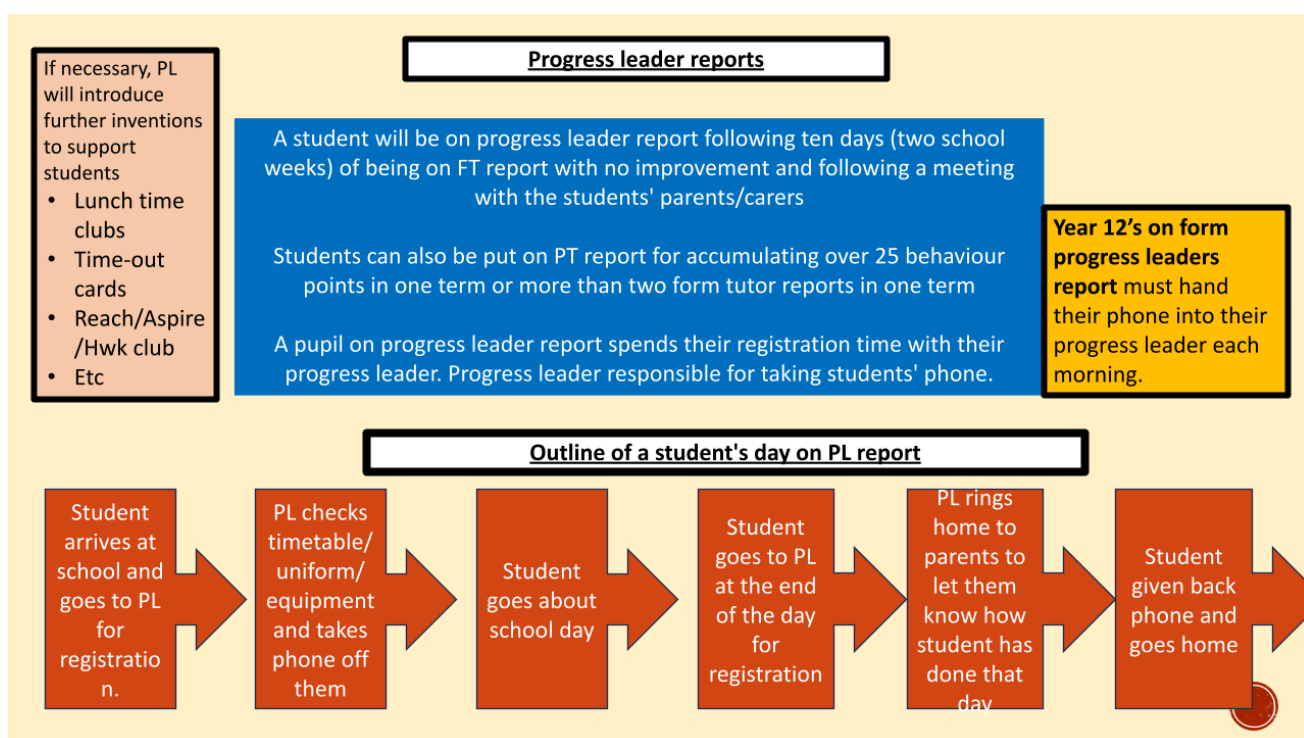
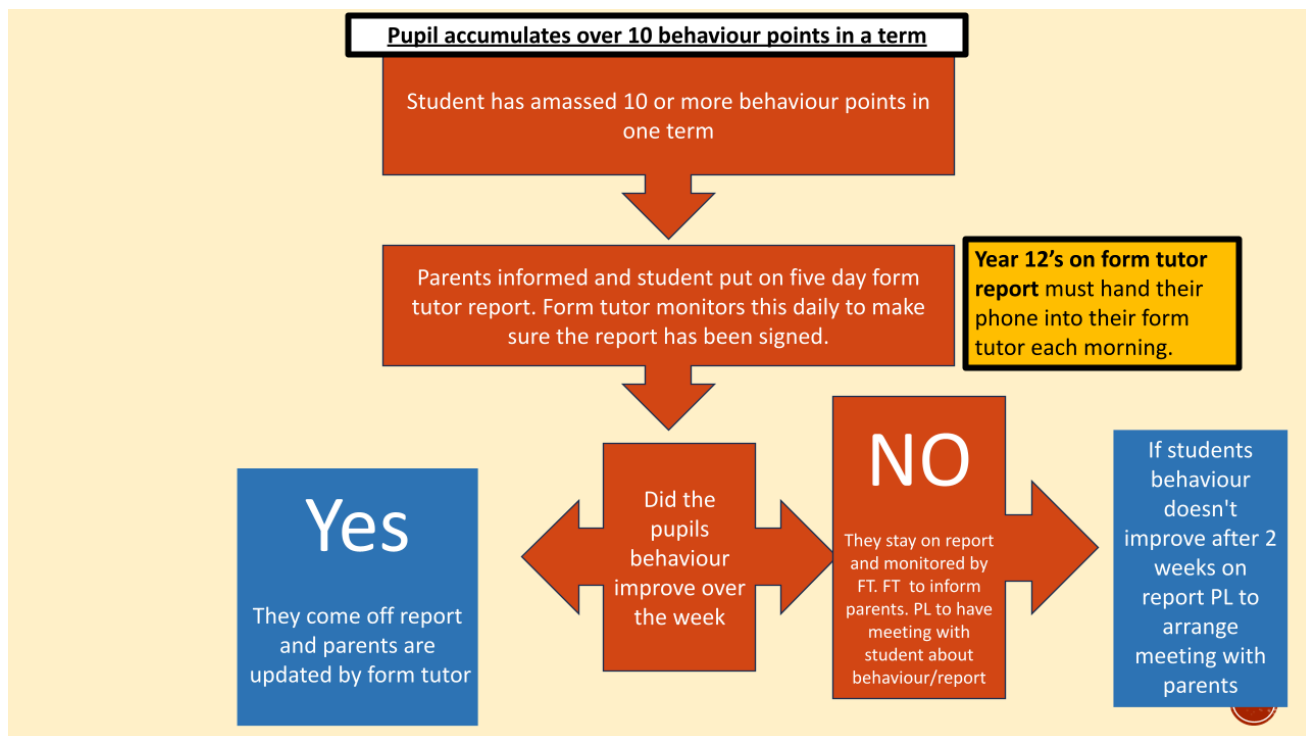
In St John the Baptist's College we prefer to use preventative rather than reactive strategies

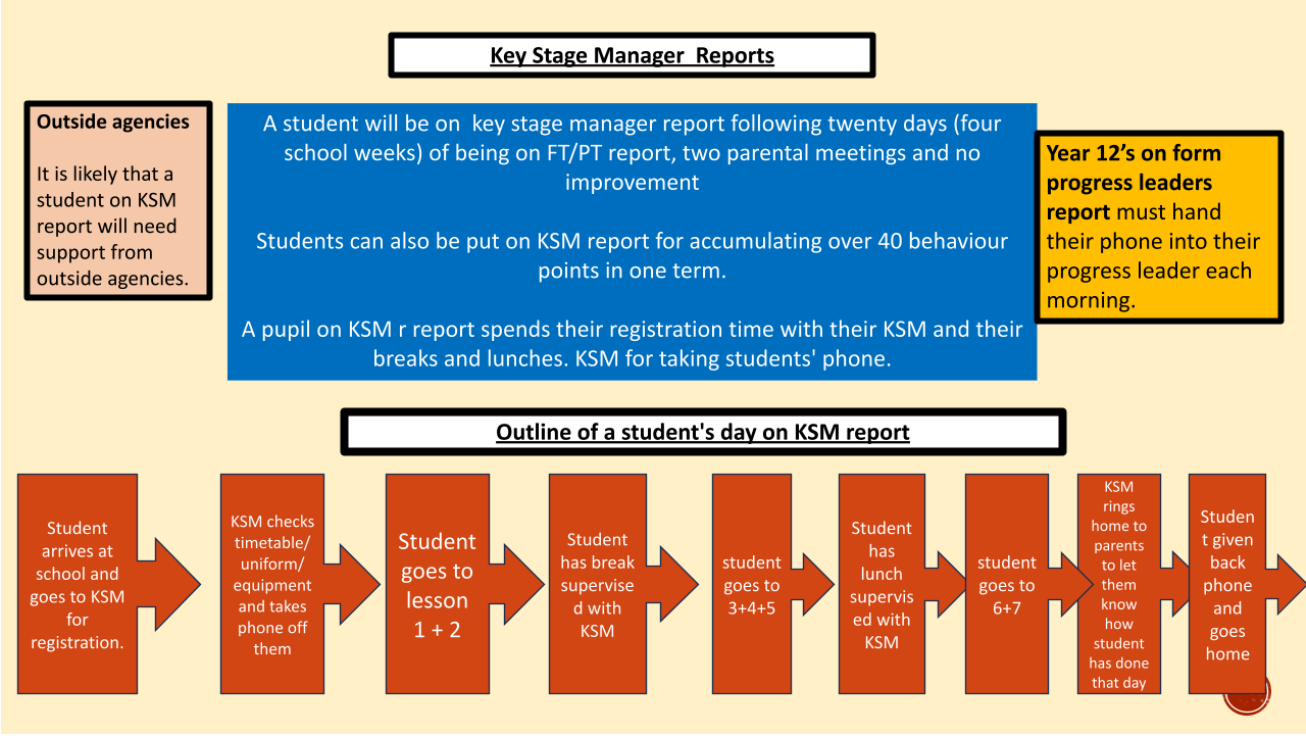
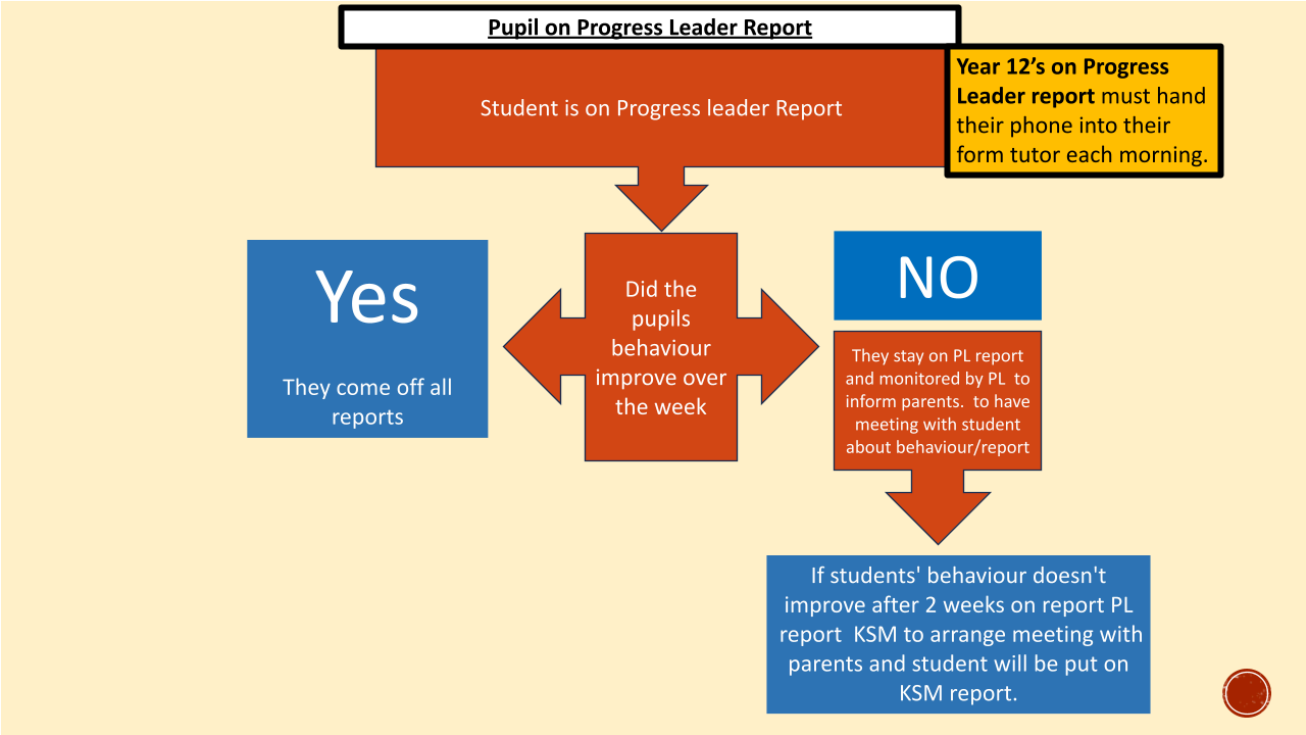
Some of the strategies staff may use to prevent or de-escalate potential behaviour incidents are listed below

- Creating/maintaining positive relationships
- Praise/ proximity praise
- Active learning activities
- Sharing strategies
- Good news cards/ emails home
- Clean slate daily
- Earned free time
- Given responsibility role
- Tactical ignoring
- 5W reflection form
- Target reporting/ BP
- Class layout
- Circle time
- Distraction/ action breaks
- Time out cards
- Key adults
- Monitoring
- Learning Mentor
- Homework club
- Break and lunch time clubs
- Transform / discover
- Blended learning
- Nurture Provision / Centre
- Use of Boxall / Pass
- External agencies
- Parent interviews
- Target setting / Reports
- Disguising frustration
- Formalized referral system
- PLP / workshops
- Preventative curriculum
- Celebrations of success / Behavior / attendance / curriculum
- Linked parent updates on Parent App
- Youth work
- Lunch time clubs
- Student leaderships
- Pupil voice
- Rewards / Achievements
- Withdrawn support Literacy / Numeracy / ESOL

## The Staged Referral Process

1. Discuss with pupil rather than a written report.
2. Behaviour target sheet should present achievable targets that allow child to see their progress.





## Dealing With Behaviours Contrary To What Is Expected- Who Does What?

Staff are to deal with student behaviour at the different levels outlined below by using a range of strategies from Good Practice Guidelines/ SEN Resource File and by support from colleagues.

Teacher	Class
<p>Late to lesson Lack of equipment Eating, chewing, drinking in class Failure to remove coat/hoodie Being noisy / talking Failure to follow instructions Being un-cooperative Interrupting a teacher / shouting out Throwing objects in the classroom Time wasting / avoiding work Truants class—identified from</p>	<p>SIMS Using inappropriate language Getting out of seat and walking around Failure to complete class work, homework, coursework, etc. Writing graffiti in exercise books or on the desks Expectation of work – quality and quantity Relocate to another classroom with less distractions Persistent lack of equipment and schoolbag</p>

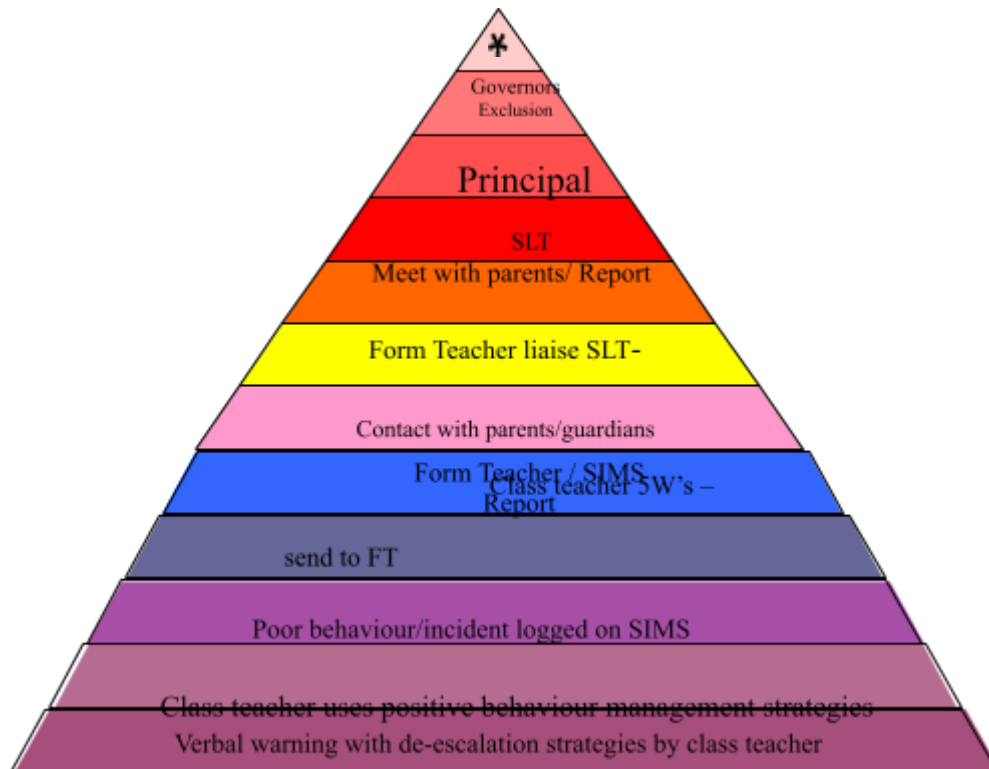
Teacher	Form
<p>Lateness/Attendance Follow up absence notes Continued truanting of class General appearance: Uniform, footwear, jewellery, hair colour, make-up. Poor behaviour of pupils throughout the school day. Consistent poor behaviour of pupils in numerous curriculum areas -report to parent and place on <b>FT</b> report. Refusal to follow instructions of staff on lunch/break duty and of lunchtime assistants Refusal to follow the instructions of the Form Teacher Disrupting Form time Referring pupils who are <del>persistently displaying poor</del> behaviour to SL Pastoral following sanction policy Importance of personal hygiene.</p>	

Senior Teacher Pastoral
<p>Serious verbal abuse of class teacher Failure to comply with sanctions Or strategies laid down by FT Follow up <b>SLT</b> report and feedback to FT Persistent refusal to hand over jewellery / non-uniform Persistent inappropriate language Persistent bullying Persistent defiance of the uniform code Persistent lateness Poor attendance between 85-92% Persistent poor behaviour in corridors. Persistent truancy Disrupting the education of other students Fights between pupils in and out of lessons Liaising with F/T regarding attendance and punctuality Ongoing refusal to follow the instructions of the class teacher/subject leader Unacceptable behaviour to/from school Ongoing disagreements/behaviour issues between pupils Ongoing truancy/disruption of learning in several subject areas or school – truants pupils may be referred to the EWO</p>

Principal
<p>Drug possession / dealing Assault on a member of staff Serious verbal abuse of staff Serious aggressive fight / assault on another pupil Failure to follow strategies and sanctions laid down by SLT Parental confrontation of staff Recommendation to Principal re. Governors Discipline Committee In the event of long suspension – recommendations for final warnings to be issued</p>



# Behaviour Pyramid



## **Links With Other School Policies**

### **Other Forms of Support**

Additional support will be available from various outside agencies including;

- Behaviour Support Team.
- Our Assistant Advisory Teacher is Ms M Coogan
- The Education Psychology Service –Mrs. C McVeigh
- The Educational Welfare Service– Mrs J McCann
- Reach Mentoring Team

### **Counselling**

Mrs Elizabeth Berry

### **Mentoring**

Mrs L Swain

### **Training Needs**

Staff have attended SIMs training and behaviour management training to support the Positive Behaviour Policy. Staff have received Positive Behaviour Management training from the Behaviour Support Team.

### **Evaluation**

The effectiveness of the policy will be measured by;

- A reduction in the number of pupils being sent to senior staff
- A reduction in suspensions
- A reduction in Pastoral Concern Notes
- Increase in rewards and merits being awarded.
- Increase in attendance percentage.

### **Review**

This policy has been written and agreed with the EA Behaviour Support Team. It will be reviewed regularly in response to on-going advice and training. It will form part of the school's overall Pastoral Care Policy.

Reviewed Oct 2020, N Murray, J Lynch, B Leathem.

## **Appendix**

Pastoral Note of Concern

Formal Letter to Parents

Praise Card

Behaviour Contract

Home School agreement

Good Practice Guidelines

Mobile Phone disclaimer

# St. John the Baptist's College

## Pastoral Concern Form

Student:	
Form Teacher:	
Teacher	

Class:	
Subject:	

Area/s of concern:

Strategies and outcomes that you have put in place:

<u>Area for concern</u>	<u>Strategy/Strategies</u>	<u>Outcome</u>

*Any other comments:*

Please attach evidence in support of this concern.

Signed: \_\_\_\_\_

Date: \_\_\_\_\_

### Bullying Concern Assessment Form

PART 1 - Assessment of Concern Date \_\_\_\_\_

#### *Our School's Definition of Bullying is:*

Name(s)	Gender	DOB/Year Group (if Pupil)
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Person(s) reporting concern	M / F	
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Name of targeted pupil(s)

Name of Pupil(s) involved

Does the behaviour involve?

Individual to individual 1:1 Individual to Group Group to individual

Group to group

#### **Type of incident and Theme (if applicable):**

Physical bullying (includes jostling, physical intimidation, interfering with personal property, punching/kicking, any other physical contact which may include use of weapons)

\_\_\_\_\_

Verbal bullying (includes name calling, insults, jokes, threats, spreading rumours)

\_\_\_\_\_

Indirect bullying (includes isolation, refusal to work with/talk to/play with/help others)

\_\_\_\_\_

Disability (related to perceived or actual disability)

Cyber (through technology such as mobile phones and internet)

Homophobic (related to perceived or actual sexual orientation)

Racist (related to skin colour, culture and religion)

Sectarian (related to religious belief and/or political opinion)

Other

\_\_\_\_\_

Is there persistence/recurrence of this behaviour? Yes / No Is it targeted behaviour? Yes / No Is there a power imbalance? Yes / No Is it intentionally hurtful behaviour? Yes / No Does this incident meet your school's agreed definition of bullying? Yes / No

Check records for previously recorded incidents



At St John the Baptist's College, our primary concern is the safety and well-being of our students. In line with this commitment, we are implementing a ban on mobile phones within the school premises. This policy aims to create a conducive learning environment free from distractions and potential risks associated with mobile phone usage.

Policy Statement:

**1. Mobile Phone Ban:**

- Mobile phones, including smartphones and other electronic devices with communication capabilities, are strictly prohibited on school premises during school hours.
- This ban applies to all students, staff, and visitors.

**2. Phone Hand-In Procedure:**

- Upon arrival at school, all students are required to hand in their mobile phones to designated staff members.
- Phones will be securely stored until the end of the school day when they will be returned to the students.

**3. Liability Disclaimer:**

- St John the Baptist's College, we will not be held liable for any loss, theft, or damage to mobile phones that occur within the school premises or during school activities.
- Students and parents/guardians accept full responsibility for the safekeeping of their mobile phones.

**4. Enforcement:**

- Any student found in possession of a mobile phone during school hours will face disciplinary action, including confiscation of the device and possible further consequences as outlined in the school's behaviour policy.

**5. Parental Consent:**

- At the beginning of each academic term, students and their parents/guardians are required to sign a disclaimer acknowledging their understanding and agreement to abide by the school's mobile phone policy.
- Failure to comply with this policy may result in sanctions, including restrictions on participation in school activities.

Rationale:

- The implementation of this policy is essential to maintain a safe and focused learning environment.

- Mobile phones can be a source of distraction and disruption to the educational process.
- By enforcing a ban on mobile phones, we aim to promote face-to-face interaction, reduce cyberbullying incidents, and minimise the risk of inappropriate content exposure.

Safer Schools NI Partnership:

- St John the Baptist's College is committed to partnering with Safer Schools NI in safeguarding all students. This mobile phone ban policy aligns with Safer Schools NI's mission to promote the safety and well-being of children in educational settings.

At St John the Baptist's College, we prioritise the safety and academic success of our students. By implementing this mobile phone ban policy and procedure, we are creating a secure and conducive learning environment where students can thrive without the distractions and risks associated with mobile phone usage. We appreciate the support and cooperation of students, parents/guardians, and staff in upholding this policy for the benefit of all.



**Mrs N Murray (BA Hons, PGCE, PQH NI, MSC)**

**Principal**

