



MARITIME ACADEMY

BEHAVIOUR FOR LEARNING POLICY

2023-2024

Maritime Academy

Part of the Thinking Schools Academy Trust

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THINKING SCHOOLS
ACADEMY TRUST

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STRENGTH - PRIDE - UNITY

MAKING EXCELLENCE A HABIT



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Introduction

Maritime Academy is a learning community where our students have high aspirations for themselves and each other. We are creating a place of learning for each and every student in our care and nothing will stand in the way of this entitlement. All of our students have the right to grow into well-informed, confident individuals who are able to demonstrate independent learning and responsibility in their attitudes towards one another.

How this Policy links to our mission and values

As an Academy, we believe in providing a disciplined, safe and structured Academy environment for all of our students. This is based on a culture of high aspirations, high expectations and a firm approach to poor behaviour. With learning and progress at the core, we will not and cannot accept any disruptive or defiant behaviour that impacts on the capacity of our students to learn in a safe, stimulating and aspirational learning environment.

All of the work of Maritime Academy is intended to support the delivery of our mission statement in full. This policy specifically is intended to ensure that the school remains a positive and safe environment for students and staff. Students have the right to learn and work, and teachers to teach, without disruption from others. Everyone has a right to feel safe in our school irrespective of their race, gender, religion, sexuality or specific need.

Students at Maritime Academy will be taught a number of routines and habits to support their learning and adherence to our high expectations. In the first two weeks of term, Year 7 will be taught our habits and routines to ensure that they are fully supported to meet the expectations.

Purpose of policy and guiding principles

Maritime Academy has very high standards and expectations of our students. The Academy believes that all students have the capacity, and the right, to reach their full potential. Therefore, the policy and our practices have been developed to ensure that there is an environment within the Academy that is conducive to learning, so that all students of all abilities, backgrounds and needs can achieve academic potential and prepare for life.

This policy is intended to:

- Encourage a positive, calm and purposeful atmosphere where everyone feels safe, students can learn to the best of their abilities and everyone feels valued and treats others with respect
- Expect students to develop their strength of character and take responsibility for their behaviour and the choices they make
- Provide an environment where students can achieve high standards in learning and behaviour and have pride in their achievements
- Celebrate achievement and address poor behaviour effectively and fairly



- Ensure students demonstrate unity in their personal conduct and understand that as a member of our team their choices can have both a positive and negative impact on the Academy
- Allow teachers to teach high quality lessons

Maritime Academy believes that through teaching our students effective habits that supports learning and promotes positive relations, our school will be a calm and purposeful environment to learn. Poor behaviour and low-level disruption threaten the rights of young people to an effective education and can lead to people feeling unsafe, bullied, intimidated, or threatened – this is not acceptable in any circumstances within our community.

This Behaviour for Learning Policy (BfL) seeks to encourage young people to make positive choices and reinforces those choices through rewards. The Academy's rewards system is based on Maritime Merits which is promoted throughout Academy life.

Links with other policies or legislation

This policy has a significant impact on the 'daily life' of the Academy, and as such is linked to several policies. Throughout this 'Behaviour for Learning Policy' there is reference to the following Department for Education (DfE) documents, which should be read in conjunction with this policy:

- Suspension and Permanent Exclusion from maintained schools, academies and pupil referral units in England 2022.
- Preventing and Tackling Bullying: advice for headteachers, staff and governing bodies 2017.
- DfE and ACPO Drug Advice for Schools 2012.
- Use of Reasonable Force in Schools 2013.
- Behaviour in Schools – Advice for headteachers and school staff July 2022.
- Screening, Searching and Confiscation: advice for schools 2022.
- Keeping Children Safe in Education 2022.

In addition, there are a number of policies linked to this policy, including:

- SEND Policy
- Teaching and Learning Policies
- Anti-Bullying Policy
- Child Protection and Safeguarding Policy
- Attendance and Punctuality Policy
- Prevent Policy
- E-Safety Policy (Students)
- Politeness Policy



- Uniform policy
- Home Academy Agreement
- Transport Policy

This policy links with the Equality Act 2010, specifically the Academy's responsibility to make reasonable adjustments for students who are considered to have a disability, as defined by the act.

This policy links to the Department of Education's statutory guidance and related legislation including; Education and Inspections Act 2006.

The Academy reserves the right to apply the DfE guidance above, and any future changes to statutory regulations, in full.

Maritime Mandates

All students at Maritime Academy are asked to meet the following expectations or 'Mandates' to ensure the principles of this policy are achieved:

- Follow staff instructions first time and without question. Students should follow any instruction given by a member of staff in lessons and around the Academy.
- Be punctual in the morning and to all lessons with a full set of equipment, including a fully charged laptop.
- Wear the Academy uniform and adhere to the published uniform policy, including maintaining a business-like attire (shirts tucked in, correct wearing of the Academy tie, blazer worn unless directed by staff, plain flat polished shoes).
- Always have a polite and positive attitude towards staff and peers. Students should display a polite and positive attitude in their lessons and around the Academy by following STEPS (**S**ir or **M**iss, **T**hank you, **E**xcuse me, **P**lease and **S**miling (being friendly)).
- Complete all homework as directed by staff. Students who do not complete homework on time or do not complete it to the required standard will be required to undertake an after-Academy detention.
- Follow SLANT: Speak only with the teacher's permission during lessons. (**S**it up, **L**isten carefully, **A**sk and **A**nsWER questions, **N**ever interrupt, **T**rack the teacher) Students should follow the teacher's instructions in relation to speaking in class which may vary depending on the focus of the lesson.
- Endeavour to follow SHAPE at all times and commit to developing this aspect of your character (**S**entence: speak in full sentences, **H**ands: remove hands from your face, **A**rticulate: Speak and communicate with clarity and precisions, **P**rojection: speak confidently and clearly, **E**yes, make appropriate eye contact)



- Walk silently and calmly on the left of the building; do not have inappropriate physical contact with other students. Students are expected to have regard for the safety of themselves and others whilst moving around the Academy building, throughout the day, including break and lunch times.
- Respect the building – never drop or leave litter, graffiti or damage school property. Students are expected to treat the Academy building and its contents with respect.
- Uphold our values and mission statement making choices that represent our school in the community/ external visitors that we can all be proud of.

Students who fail to adhere to any of our Maritime Mandates that disrupt the good order of the Academy will receive a sanction.

Rewards for positive behaviour choices

We have a positive approach to support our students to be their best self. Students are supported to develop their strength of character through the many opportunities that we provide for our children including a strong personal development programme. Students who work hard and are kind citizens of our Academy are recognised and rewarded. Students will receive Maritime Merits for a number of positive behaviours including actively participating in lessons, demonstrating impeccable manners, being confident and trying their best in all situations.

Students will be awarded badges when they achieve the following number of Maritime Merits:

- Bronze – 250 net Maritime Merits
- Silver – 400 net Maritime Merits
- Gold – 600 net Maritime Merits
- Platinum – 1000 Maritime Merits
- Diamond – 1500 Maritime Merits

All students will receive a certificate and parents/carers will receive an email informing them of their child's Maritime Merits.

At the end of each academic year, students with all 5 reward badges will be able to exchange them for a special award. Students must wear their badges on their blazers at all times.

At the end of each Term the member of 'The Fleet' that has the highest number of net Maritime Merits will be rewarded with a non-school uniform day.

Rewarding Masters of Retrieval

The acquisition of knowledge is integral to our curriculum and homework policy. Students will use their laptop and our software to revise and learn key knowledge and facts. Students who learn these facts and achieve strong results in our curriculum assessments will be rewarded.



Rewarding Attendance

It is our expectations that students attend school every day without exception. Students are expected to attend school 190 days out of 365 days in the school year. This leaves 175 days for appointments, holidays and other family events.

In recognition of student's attendance at school the following badges will be awarded:

- Maritime Blue Stars – 100% Attendance
- Gold Stars – 97% - 100% Attendance
- Emerald Blue Stars – 95% – 96% Attendance

Students will receive their 'Maritime Blue Stars' badge on the first day of the new academic year in recognition that our shared ambition is that they will be in school for 100% of the time. Attendance levels will be monitored and where attendance falls short, the 'Maritime Blue' badge will be exchanged for either a Gold or Emerald badge in accordance with the percentages listed above.

Students whose attendance falls below 95% is a cause for concern and the Attendance Improvement Co-ordinator will work with students and families to improve this to enable students to earn their badge back over the course of the year. Please see our Attendance and Punctuality Policy for more information.

Other rewards

- SLANT / SHAPE / STEPS awards
- Golden tickets
- Positive Praise Postcards
- Special Assemblies
- Annual whole school prize giving
- Letters home
- Principal Praise

Sanctions for negative behaviour choices

Students are expected to take responsibility for their conduct in and around the Academy. The expectations of the Academy are clearly communicated to students, therefore easily understood. Should students make a poor choice, they be given an opportunity to correct their behaviour before a stronger sanction is applied.

1 demerit

This is given as a corrective reminder to students – adults will narrate the expected behaviour to ensure students are able to correct their poor choice



2 demerits	If a student receives two demerits in a lesson, they are issued with a detention. This will take place at the next opportunity (lunchtime/ after school) for a minimum of 30minutes
On call	If a student receives three demerits, they will be removed from the lesson/ lessons for the rest of the day, to complete their learning independently and serve an after-school detention until 5.00pm on the same day
Referral	<p>For persistent breaches of the behaviour policy or a serious breach of this policy, students will be sent to referral. Referral is from 8.20am-5.30pm and is for at least 1 day. The number of days spent in referral is at the Principal/ Head of School's discretion.</p> <p>Students who go into referral after 1pm will complete a full day of referral the following day. Students will not be permitted to socialise with their peers and must remain in the referral room for the duration of the sanction.</p>
Alternative School-Based Exclusion (ASBE)	An Alternative School Based Exclusion (ASBE) means that a student will complete their set work in another TSAT school which is staffed by a member of Trust staff at all times. They will not be permitted to be in the playground at break or lunch times. The letter issued by the school clearly outlines the responsibility of the parent and the expectations of the student during the ASBE. This sanction is used by the Principal/ Head of School when there has been repeated disruptive behaviour or a serious breach of the Academy's behaviour policy.
Suspension	The letter, which is issued when a student is Suspended, explains clearly the responsibility that the student should not be in a public place during the period of the suspension. For suspensions beyond 5 days, the school will provide suitable alternative provision.
Permanent Exclusions	<p>Some behaviour is wholly unacceptable and is therefore highly likely to lead to a permanent exclusion, this includes but not limited to:</p> <ul style="list-style-type: none">Physical assault against a pupilPhysical assault against an adultVerbal abuse or threatening behaviour against a pupilVerbal abuse of threatening behaviour against an adultUse, or threat of use, of an offensive weapon or prohibited item that has been prohibited by our behaviour policyBullyingRacist abuse



Abuse against sexual orientation or gender reassignment

Abuse relating to disability

Each incident of poor behaviour will be assessed on its severity; therefore, the Academy reserves the right to issue any level of sanction.

Support provided to Students

A variety of support is given to students who are routinely receiving demerits or detentions as a sanction of their behaviour falling short of the community's standards:

- Misbehaving students are given reflection letters to write.
- Students will have restorative conversations with the teachers who gave them the sanction.
- Students may be given self-control mentoring.
- Students may spend time in 'The Lighthouse' receiving bespoke emotional Literacy support.
- Persistently disruptive students are positioned in every subject at the back of the room on an individual table to reduce the temptation to misbehave.
- Students who persistently fail to complete their homework are supported with reading club and homework club during lunchtime and after-school.
- Persistently late students have phone calls and letters home from the Head of Year (HoY) and Senior Team.
- ASBE may be used to support Students to reflect and restore levels of expected behaviours before reintegrating into the Academy
- Students who persistently misbehave may be supported by being placed on HoY report, during which time they meet with their Head of Year at the end of every day to go through their merits and demerits and reflections from the day.
- If a student comes off HoY report, there will be a half-term monitoring period. If a student receives two or more behaviour detentions in one day or is involved in an incident of extreme misbehaviour or defiance then they will automatically go back on HoY report.
- Students who do not respond well to HoY report may be put on SLT report.
- If a student comes off SLT report, they automatically go onto HoY report.

Referral

Referral starts at 8.20am and ends at 5.30pm. Students in referral must not be within a 500-metre radius of the school before 8.10am or a further sanction will be issued.

In referral, students are provided with lined paper for each lesson completed in the Beacon and reading which is to be completed when directed by staff. Students will be expected to use their Academy issued One:One



device to access their Knowledge Bank, Knowledge Maps, Lesson PowerPoints and Carousel for each lesson they are in the Beacon. Students will apply Cornell-note taking for the lessons in the Beacon on the lined paper provided. The subject teacher will check the work before being issued into student's books.

Students are provided with a packed lunch / school dinner. In order for a student to return to lessons, a reintegration meeting must take place with a member of Senior Team or Head of Year and the student's parent. The student will remain in The Beacon until that reintegration meeting is scheduled. If the parent fails to attend the reintegration meeting, then the child will be placed back in referral until a new meeting is scheduled. It is imperative that home and school relationships support all Students to readdress behaviours to be their best self when returning to class-based lessons with their peers.

If a student refuses to go to referral, or if their parent opts to take their child out of referral against the wishes of the Academy, a stronger sanction may be issued. The original number of days in referral will then need to be completed before the student is allowed to return to lessons.

Screening, Searching and Confiscation

Please refer to the DfE guidance 'Screening, Searching and Confiscation: advice for schools 2022.' In addition to the practice identified in the DfE guidance, Maritime Academy also bans any item brought into the Academy with the intention of the item being sold or passed on to other students which, in the Principal/ Head of School's opinion, will cause disruption to the Academy, is in direct contravention of our policy, or be detrimental to Academy practice. As a result, the Academy is able to search students for these items.

One:One Devices

Students One:One device are part of their everyday 'toolkit' for learning, like their pencil case and pens, it will provide students with the support to access and better their learning. One:One devices are used every lesson, every day, to support our mission of achieving academic excellence for all students. For students to achieve their best with their device they must bring their One:One device to school fully charged every day. Failure to do so will result in the following:

- Failure to bring a fully charged device (over 75% battery) will result in a detention in the Beacon at lunchtime on the day the device was not fully charged.
- Failure to attend the lunchtime detention will result in an after-school detention.
- Failure to attend the after-school detention will result in a referral to the Beacon the following school day starting at 8.20am and ending at 5.30pm.
- If a student does not bring their One:One device to school on any occasion, it will result in an after school detention 4:00pm – 5:00pm on the same day.



Mobile phones

Our approach to electronic devices including mobile phones, smart phones, MP3 devices and other similar devices is simple – they are not to be seen, heard or used at any point during the Academy day (including lunch and break). Electronic devices should be switched off at all times they are within the Academy perimeter fence. Students will be fully focused on their learning, and enjoying the varied experiences the Academy offers. We recognise the use of these devices when a student is travelling to and from the Academy, but if a student chooses to bring a device into the Academy it is their responsibility and at their own risk. Parents/ carers and students should be aware of the following:

Mobile phone will be confiscated for the following reasons:

- A student's phone is seen or heard on the school site.
- A student is found to be carrying more than one mobile phone (in this case, all of the phones are confiscated).
- A student's phone is found to be turned on while on the school site.
- A student has been involved in inappropriate social media activity.

The first occasion a mobile phone is confiscated, it will be held at the Academy student services for the duration of one week. The second occasion a mobile phone is confiscated, it will be held for the rest of the half-term. Should a mobile phone be confiscated close to a school holiday, the duration of the confiscation will include the holiday period and will equate to a week, or the equivalent of a half-term (usually 6 weeks) dependent on the 1st or 2nd offense.

The use of / sight of Mobile Phones is strictly prohibited at the Academy, therefore under Screening, Searching and Confiscation, the Academy reserves the right to search students where we suspect the expectations set out in this policy have been breached. We value honesty and integrity; therefore, we expect our Students to reflect this expectation.

Further sanctions:

- If any phone is confiscated, the student will receive a detention.
- If they refuse to hand it over or if they pretend it was not theirs, the item is confiscated until the end of the following half-term.

Some families like their children to ring home to confirm that they have arrived at school. Please be assured that if a child does not turn up for school, the school will contact the family directly within an hour of the morning register being taken. This reduces the need for students to carry phones.



Clothing and other accessories

If a student has no tie, they are sent to the office to borrow one and a detention is logged. If a student has incorrect shoes, shirt, trousers or blazer, they are sent to the office to call parents. The student will be placed in referral until someone is able to bring in the correct uniform. If a student has to go home in order to change, then they might be set a late detention at the discretion of the Head of Year. Non-essential items of clothing and other accessories that are not acceptable according to the Uniform Policy and can be confiscated by teachers. Please see the Uniform Policy for details of unacceptable items and confiscation rules.

Contraband

There are number of items that are not allowed in school. Single use plastics, drinks (other than Academy issued water bottle) and particularly chewing gum is expressly forbidden. When students start at the Academy, they are told which items are permitted and which are not: the table below is a list of these items. In order to encourage honesty, the sanction for bringing any contraband items into school is always lessened if students own up before a search takes place.

The Academy have the statutory power to search a pupil or their possessions where we have reasonable grounds to suspect that the pupil may have a prohibited item:

Items permitted on person	Items permitted in school bag
Hand sanitizer and tissues	Comb/ hairbrush
Plain, unscented Vaseline/ lip balm	Deodorant
Medication	Mirror
Money/ bus pass	
Items NOT permitted on site	
Chewing gum	Knives or weapons
Sweets, large share bag crisps, multipacks of food items	Alcohol/ illegal drugs/ tobacco and cigarette papers/ e-cigarettes and vaping devises
Any bottles/ cans/ drinks of any kind	Stolen items
Cosmetics	Fireworks or similar items
Lighters and matches/ other similar items	Pornography
Items that are non-school uniform such as hoodies, mobile phones and other electronic devices (including smart watches)	Any article that the m ember of staff reasonably suspects has been, or is likely to be used: <ul style="list-style-type: none"> To commit an offense or To cause personal injury to, or damage to property of; any person



There may be occasions where certain items not listed here may be deemed to be banned by the Principal/ Head of School if they potentially pose a threat to the safety and wellbeing of students or the good order of the Academy.

Students should be aware that should any banned items be found, once confiscated they may not be returned to the student and will be disregarded. In the case of confiscation of a weapon or other illegal items, the police will be informed and the item released only to them.

Malicious allegations

Where a student makes an allegation against a member of staff and that allegation is shown to have been deliberately invented or malicious, the school will sanction the student in accordance with this policy.

Where a student makes an allegation of sexual violence or sexual harassment against another student and that allegation is shown to have been deliberately invented or malicious, the school will sanction the student in accordance with this policy.

In all cases where an allegation is determined to be unsubstantiated, unfounded, false or malicious, the school (in collaboration with the local authority designated officer, where relevant) will consider whether the student who made the allegation needs further support from the school or outside agencies. If so, a referral to children's social care may be appropriate. The school will also consider the pastoral needs of staff and students accused of misconduct. Please refer to our Child Protection and Safeguarding Policy for more information on responding to allegations of abuse against staff or other students.

CCTV

Maritime Academy reserves the right to use CCTV for the purpose of maintaining discipline and managing behaviour. The use of CCTV is outlined in the Thinking Schools Academy Trust CCTV policy.

Use of reasonable force

Please refer to the DfE guidance 'Use of Reasonable Force in Schools 2013'. All members of Academy staff have a legal power to use reasonable force. This power applies to any member of staff at the Academy. It can also apply to people whom the Principal/ Head of School has temporarily put in charge of students, such as unpaid volunteers, cover staff or parents/carers accompanying students on an Academy organised visit.

Positive Handling

At Maritime Academy we are committed to a positive behaviour policy which encourages Students to make positive behaviour choices. On rare occasions, circumstances may result in a situation that requires some form of physical intervention by staff.



We recognise that there is a need, reflected in common law, to physically intervene when there is an obvious risk to the safety of Students, staff and property. This applies both on and off the Academy site. If used at all, the use of force to control or restrain students will be used in the context of a respectful, supportive relationship with the child in order to ensure minimal risk of injury to children and staff. Staff will follow the Positive Handling Guidance provided by the Thinking Schools Academy Trust.

Discipline beyond the Academy site

Parents/carers are encouraged to report criminal behaviour, anti-social behaviour and serious bullying incidents that occur anywhere off the Academy premises which pose a threat to a member of the public or a student to the police as soon as possible. If a member of the public, Academy staff, parent/carer or student reports criminal behaviour, anti-social behaviour or a serious bullying incident to an Academy member of staff the Principal/ Head of School must be informed. In addition, if the Principal/ Head of School considers that the misbehaviour is linked to a child suffering or being likely to suffer significant harm the Academy's Child Protection and Safeguarding Policy will be followed.

For health and safety reasons, very high standards of behaviour are expected on Academy residentials and day trips. The Academy will use the same behaviour sanctions that are applied to incidents of misbehaviour that occur on the Academy site.

Where poor behaviour outside of school and school hours occurs, the Academy reserves the right to issue a sanction, or a suspension or permanent exclusion. The full sanctions system will apply at the Academy's discretion.

Students are expected to wear full Academy uniform correctly when travelling to and from the Academy and must not be involved in behaviour that could adversely affect the reputation of the Academy or safety of themselves or others. For example:

- Students should not smoke on their journey to and from the Academy. If they are found smoking whilst wearing Academy uniform, the sanctions system will be used.
- Misbehaviour on the Academy bus will result in the Academy behaviour policy sanctions being applied (e.g. referral, suspension, permanent exclusion) and a ban from using the Academy bus service for either a fixed period of time, or permanently. Please refer to the Transport Policy for more information
- Dangerous behaviour outside of school which could adversely affect the reputation of the Academy, or poses a threat to the school community or wider school community, will be viewed extremely seriously and will result in the Academy behaviour policy sanctions being applied (e.g. referral, suspension, permanent exclusion).



- In extreme cases (such as cyber bullying) this would also include misbehaviour at any time that could have repercussions for the orderly running of the school.

Police

Maritime Academy will involve the police in all matters where criminal activity has taken place or is suspected of having taken place. In addition, Maritime Academy will inform the police of any intelligence which may support the police in preventing or tackling criminal activity. A student and their family have the right to contact the police if they feel that a criminal offence has been committed.

Reasonable adjustments

The Academy will ensure that students are provided with appropriate support to recognise their individual needs. All staff are provided with detailed information about the needs of the students in their groups, including appropriate strategies and reasonable adjustments to meet their needs, so that the curriculum can be differentiated appropriately.

Monitoring and Evaluation

The AAB/ RGB will evaluate the impact of this policy by receiving written data from the Principal/ Head of School at timely intervals throughout the year, to include as a minimum:

- The number and range of rewards for good behaviour each term.
- The number of demerits and the reasons for these each term.
- The number of suspension and permanent exclusions.
- The number of internal exclusions and off-site inclusions at other schools (removal from lessons).
- Instances of bullying/ discrimination of any kind, and the action taken.
- Support provided for the victim(s).
- Analysis by protected characteristics

The Regional Governing Body will ratify this policy and it will be reviewed on an Annual basis or earlier as required.

Discretion

No behaviour policy can cover all eventualities. The Principal/ Head of School reserves the right to use discretion to support students at Maritime Academy to make better choices and take responsibility for their decisions.