



**COMPASS INTERNATIONAL SCHOOL
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A NORD ANGLIA EDUCATION SCHOOL

Secondary Behaviour Policy

Date	Review Date	Lead Policy writers	Leader responsible
12 September 2023	August 2024	SLT Team	Ann Djedid



Behaviour for Learning (BFL)

At Themaid, there are 10 classroom expectations for the students and teachers have clear and concise classroom rules and expectations for learning. These will be displayed in every classroom and referred to during lessons to maintain a positive attitude to learning.

1. Arrive promptly to lessons.
2. Ensure you are ready to learn with all your equipment, stationary and other resources.
3. All classwork is completed to the best of my ability.
4. Raise your hand and wait to contribute to class discussions.
5. Speak in English during lessons unless you are in a language class.
6. Follow instructions the first time they are given.
7. Be kind, polite, and courteous to others.
8. No excessive physical contact.
9. Be respectful of all school property.
10. Stay in your seat unless permission is given.

To ensure consistency across secondary, there will be a 4 stage process or warning for students which will include:

1. Verbal warning (these must be given discreetly to reduce classroom disruption)
2. Warning card issued (see below)
3. Level 1 – add to iSAMS and student issued with a 15-minute break time detention on the same day.
4. Exit from the classroom: Level 2 is issued to student and the event is added to iSAMS. Students who are asked to be removed from the lesson are only issued if the student is disrupting learning to other students in the classroom not as an immediate exit.

Classroom reminder:



Principles of behaviour management

At Compass we are aiming to create a place where pupils work hard, conduct themselves well, develop self-discipline and belief, model strong character and support their classmates. Teachers and other staff will achieve these by embedding four key principles in our classrooms:

1. Discipline
2. Management
3. Influence
4. Engagement



1. Discipline

- i) We will teach students the right way to do something rather than assume they know how.
- ii) Our teachers aim to educate students to conduct themselves in an exemplary manner at all times.
- iii) We will teach students step-by-step what is expected in terms of attitude, conduct and work. We explain our expectations very clearly, why they are important and then we expect 100% compliance at all times. As a result, the students understand how the routines help to create an excellent school.

2. Management

- i) Management is the process of reinforcing behaviour by consequences and rewards. It enables staff to save their sanctions for when they need them most. Management is limited without the other three elements but is often used as an end in itself.
- ii) Teachers who are good managers replace vague and judgemental commands with specific and useful ones; they understand the power of language and relationships. They ask respectfully, firmly and confidently but also with civility. They express their faith in students.
- iii) At Compass we will teach students how to do things right, not just establish consequences for doing things wrong. To truly succeed we must be able to get students to do things regardless of consequence, and to inspire and engage them in positive work.

3. Influence

- i) Influencing means inspiring students to believe in themselves, want to succeed and want to work for it for intrinsic reasons.
- ii) Management gets students to do things you suggest; influence gets them to want to internalise the things you suggest.
- iii) Getting students to believe in themselves, want to behave positively, is the biggest driver of achievement and success and is a powerful and lasting motivator.

4. Engagement

- i) Our students will be consistently, positively engaged with the ethos of the school.
- ii) Our lessons will be planned and delivered to ensure high levels of positive engagement.
- iii) Parents and the community will be regularly communicated with to ensure high levels of engagement.

Home School Agreement

We believe that students achieve most when parents and the school value, and respect each other and share common aims. We want to work with parents to promote our students' achievements and success. The purpose of the home school agreement is to clarify what we expect of our students and their parents, and what they in turn can expect from us. Students and parents are all asked to sign this document to demonstrate that they endorse the general principles that are set out within it and to show how we all work together for the educational benefit of their child.



	School	Home	Pupil
<p>Teaching and Learning: A well-planned curriculum is taught by excellent teachers to students who are keen to improve, are hardworking and study independently.</p>	<p>We will:</p> <ul style="list-style-type: none"> • Provide a content-rich, cumulative and coherent curriculum for all children. • Focus on mastery of content in all curriculum areas • Provide regular and meaningful home learning. • Use regular assessment to track student progress and provide regular opportunities for pupils to act on feedback. • Provide progress reports to parents three times annually and arrange meetings to discuss these reports. • Ensure early intervention for those children experiencing difficulties. • Provide consistently high-quality teaching. 	<p>I will:</p> <ul style="list-style-type: none"> • Ensure all homework is completed to a high standard and on time. I will make time and space available for my child to do homework. • Support the school's philosophy of high expectations for all. • Support my child to prepare for assessments. • Ensure my child reads widely. • Attend all parent teacher consultations and actively engage in these. • Support my child's cultural literacy and knowledge base through extra-curricular activities both in and outside of school. • Support my child with decision-making on subject choices and enrichment. 	<p>I will:</p> <ul style="list-style-type: none"> • Arrive to lessons ready to learn: fully equipped and on time. • Develop a growth mindset and a belief in continuous improvement. • Take pride in my learning, producing work to a high standard, well presented and organised. • Work hard in all lessons and participate fully. • Act on feedback given by my teachers. • Revise well for assessments. • Share my learning and progress with my parents.
<p>Attendance: Pupils have the right to education and parents have a responsibility to make sure children attend regularly and on time.</p>	<p>We will:</p> <ul style="list-style-type: none"> • Contact parents every day of unknown absence. • Rigorously follow up ongoing poor attendance and/or punctuality and support parents in getting their child to school on time every day. • Not authorise holidays during term time. 	<p>I will:</p> <ul style="list-style-type: none"> • Make every effort to ensure my child attends school every day and on time. • Inform the school as soon as possible about any absence and the reason for it. • Not take my child on holiday or out of school during term time. • Make any medical appointments outside of school hours. • Only keep my child home for illnesses that prevent them or others from learning. • Discuss any barriers of attendance with my child's Head of Year. 	<p>I will:</p> <ul style="list-style-type: none"> • Arrive to school by 07:10 every day. • Be punctual to all my lessons. • Maintain at least 95% attendance, aiming for 100%. • Discuss any barriers to attendance with my Form Tutor and Head of Year. • Ask my teachers for any work missed if I have been absent, and catch up in my own time.

<p>Behaviour and Attitudes: Students learn best in an orderly environment where everyone knows what is expected of them.</p>	<p>We will:</p> <ul style="list-style-type: none"> • Have a behaviour policy that creates a safe and caring environment for everyone. • Make sure that all staff, students and parents know what behaviour is expected. • Consistently implement the behaviour policy. • Follow up poor behaviour, in whatever form it takes, rigorously, fairly and consistently. 	<p>I will:</p> <ul style="list-style-type: none"> • Have the highest expectations of my child in terms of their behaviour and attitude and support them with this. • Support the school's behaviour systems and policies. • Work positively with the school to find solutions in cases of unacceptable behaviour. • Promote self-discipline and good character as important goals for my child. • Ensure the uniform is worn correctly and my child is organised for the day. 	<p>I will:</p> <ul style="list-style-type: none"> • Follow the school's routines and rules. • Show a willingness to learn from mistakes by taking responsibility for my actions, and taking steps to improve. • Wear the correct uniform each day. • Understand the importance of good character, and commit to developing these. • Uphold and demonstrate our school values and abide by the 3 R's – be Ready, be Respectful and be Responsible.
<p>Communication: Good communication between home and school is essential to make sure that students get the support they need and issues are dealt with quickly and consistently.</p>	<p>We will:</p> <ul style="list-style-type: none"> • Deal with you courteously and professionally. • Report your child's progress, behaviour and attendance regularly. • Make sure you are informed about the curriculum and other key policies via the website. • Keep an up-to-date and informative website. • Deal promptly with concerns raised by you and with concerns we have about your child. 	<p>I will:</p> <ul style="list-style-type: none"> • Keep the school informed about anything that may affect my child's learning or behaviour. • Attend all parent teacher conferences. • Raise concerns promptly and directly with the school. • Treat staff and other pupils and their families courteously. 	<p>I will:</p> <ul style="list-style-type: none"> • Take home letters, notes and reports from the school and give them to my parents. • Talk with my parents and/or staff about any worries I have. • Treat others courteously and respectfully at all times.
<p>Homework: Learning at home has an important part to play in helping students to achieve.</p>	<p>We will:</p> <ul style="list-style-type: none"> • Keep parents informed about the homework schedule via show my homework (SMHK) and Managebac. 	<p>I will:</p> <ul style="list-style-type: none"> • Encourage my child to do homework well. • Review SMHK to ascertain whether homework has been handed in. 	<p>I will:</p> <ul style="list-style-type: none"> • Complete all homework set and return it to school on time. • Catch up on missed work. • Ask teachers to clarify if I do not understand the homework.



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	<ul style="list-style-type: none">• Provide students with meaningful homework that contributes to their academic development.• Develop our student's confidence and independence in leading their learning	<ul style="list-style-type: none">• Ensure my child has somewhere to complete homework	
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The Compass Student Non-Negotiables

In and Around School	
<p>Students on arrival at Compass International School:</p> <ul style="list-style-type: none"> • Students arrive at school before 07:10. Students go to designated outside areas or Canteen during hot weather. • At 07:10 all students should have made their way to the lockers. Bags should be unpacked, and the basic equipment taken out, along with books for periods 1 and 2. • Students will make their way to registration prompt for 07:15. 	
<p>When walking around and moving to and from lessons pupils will:</p> <ul style="list-style-type: none"> • Use a normal conversation voice when moving to and from lessons, walking calmly and moving with purpose to their next location. • Where possible walk on the right using corridors and stairwells. No students should be outside the building during transition times. 	
<p>When entering the assembly hall for an assembly or an exam pupils will:</p> <ul style="list-style-type: none"> • Line up and enter the hall in their form group/teaching group order in a single straight file line in silence. • Applaud all presentations and performances appropriately, including celebrating the success of their peers. 	
<p>At break time and lunch time all pupils will:</p> <ul style="list-style-type: none"> • Go to the canteen for ‘indoor break’. • If it is outside break, students shouldn’t be in the building apart from the canteen. • Place all rubbish in the bins. • Leave the break area they are at before 09:55 and 12.25 to ensure enough time to get to their locker to get equipment for the next lesson. 	

Uniform

What is allowed?	
Common uniform items for both boys and girls	Compass formal blue shirt. If there is a long sleeve top on underneath than it should be white. Compass grey trousers/shorts/skirts (see photo). Leggings, jeggings, jeans and chinos are not allowed. Abayas, if worn should be open and plain.
Makeup	Subtle foundation makeup only (school judgement).
Footwear	Plain black flat shoes only – ‘can it be polished’?
Outdoor coats and jumpers	Outdoor clothing should be removed upon entry into the school building.



	In cooler weather students should wear the school jumper.
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Procedures – Uniform

Tutors are expected to monitor school uniform and follow the behaviour policy for those wearing the incorrect uniform.

Students should be given a grace period to purchase any items in the following weekend. Should there be a persistent failure to adhere to the policy, tutors should contact home.

The uniform for KS5 (Year 12 and 13) is business attire (trousers, shirt, and smart shoes). Ties must be worn by male students.

The Role of Form Tutor

Registration

Morning registration begins at 7:15 am but we ask that all tutors are in their form room by 7:10 am. Registration is completed using iSAMS.

Punctuality

Students who are not in form by 7:15am should be marked as late and the number of minutes recorded.

Day to Day

Each morning there will be a specific activity for tutor time. This has ranged from silent reading to discussing current affairs in the news. Additional guidance will be provided each term but any suitable suggestions are always welcomed.

Typically, the week might look like this:

Sunday	Notices for the week/review of last week
Monday	Silent Reading (all tutors to visit the library for a book box)
Tuesday	Review house points
Wednesday	Locker inspection
Thursday	School Quiz