



Behaviour and Exclusions Policy

Overview

At Woodlands we are committed to providing an environment where all learners, staff and visitors feel safe, happy and included. In order to achieve this, we promote high standards of behaviour in conjunction with clear rules and routines.

Our emphasis is to recognise and celebrate success at all levels to ensure learners feel valued. Also, it is important for learners to understand and respect school rules and be aware of the consequences that can be imposed if these are not adhered to.

Due to the nature of our school and the broad range of needs, we adopt a personalised approach when managing behaviour to take into account individual needs.

The Equality Act 2010 places a duty on all school staff in England, Wales and Scotland to prevent discrimination, harassment and victimisation within the school. We recognise our role in the local community and it is our aim to educate our learners in relation to positive behaviour outside of school.

Aims

The aims of the policy are as follows:

- To encourage high standards of behaviour and respect from all learners, staff, parents/carers and visitors
- To detail the expectations of learners, staff, parents/carers and visitors
- To explain Woodlands reward systems and methods of celebrating success
- To provide guidance on consequences

Expectations

In order to achieve our aim of promoting excellent behaviour and respect for others at Woodlands, it is the responsibility of everyone, including learners, staff, parents/carers and visitors. Please see below a breakdown of the expectations of each group:

Learners

- All learners must wear school uniform.
- Hoodies (jumper material) are not permitted in school and will be confiscated

Woodlands Academy **Behaviour and Exclusions Policy**

Published: September 2025

Review Date: September 2026

Key People at Woodlands: Mrs J Turner, Miss H Smith and Mr M Page



- Raincoats with a hood are allowed
- Learners are expected to refrain from behaviours including bullying, intimidation, harassment of others, using foul and abusive language and negative comments relating to race, religion, gender and sexuality
- Learners must not bring prohibited items to school (see list of items in this policy)
- Respect school property and equipment
- Be punctual in accordance with your timetable
- Follow class rules as outlined by staff members
- Listen, follow and respect directions from staff members
- Complete work to the best of your ability
- Adhere to any given consequence

Staff

- Display the highest regard for behaviour and ethics as a positive role-model to all learners
- Use appropriate language when communicating to learners, staff, visitors and parents/carers
- Be punctual in accordance with your timetable
- Respect school property and equipment
- Apply the school reward system and celebrate pupil successes at all levels
- Use consequences appropriately when a pupil doesn't adhere to their expectations

Parents/Carers

- Work collaboratively with staff to promote high standards of behaviour
- Work with staff to construct personalised behaviour plans and then communicate with staff to review the impact
- In the event of an after-school detention, we request that parents/carers come to school to meet with a member of the SLT and collect the pupil
- To notify staff of any behaviour or incident at home which may impact the school day



Behaviour Management

Learners at Woodlands have a wide range of needs and this is taken into account when managing behaviour. Due to this, behaviour management must be fair and consistent but also flexible and personalised with all factors considered. As part of high impact teaching it is first and foremost the teaching teams responsibility to use their behaviour management strategies to support any pupil displaying negative behaviours. If staff require further support we provide additional capacity through the schools pastoral team - this ensures that there is support staff on-site who can assist any staff member who requires additional support in managing behaviour. SLT also provide support to the pastoral team to ensure the orderly running of the school. This system aims to prevent behaviour impacting the normal running of the school, ultimately ensuring that good order is maintained in the school environment to facilitate outstanding teaching and learning. In order to ensure that minimal disruption is caused to class groups in the event of negative behaviour, multiple intervention spaces are located around school. It is then the aim to use de-escalation techniques and work 1:1 or in small groups until we are ready to reengage in class.

Team Teach

We pride ourselves at Woodlands on providing a safe learning environment for our learners. Sometimes learners may get anxious or agitated. We will do our best to help learners to regulate using communication skills, distraction techniques and removing triggers where possible.

However, there may be times when learners need more support to regulate - this may require physical support to promote co-regulation. This ensures the safety of the learner, the safety of other learners and staff, or that property is not seriously damaged/environment is not disrupted. This can require physical interventions. For further details on this please see the positive handling policy.

Reward System

At Woodlands we hold high regard for celebrating success at all levels. Each week we deliver a celebratory assembly and present awards for excellent work in reading, writing, mathematics, sport, individual outcomes, upholding the school values and for collective class groups. Learners are presented with trophies and certificates and pictures are displayed both in school and on the website and social media platforms.

There is a reward system, named 'Effort Points'. Pupils will receive an effort score in each of the 10 sessions throughout the day, ranging from 0-5. The first effort score available is awarded during morning tutor and is awarded dependant on uniform. For example, a 5 is given to any student in full uniform. Woodlands will make allowances for students where an EHCP states a sensory need around uniform. If pupils gain a 3, 4, or 5 in their effort score they will receive 3p, 4p or 5p



respectively. Pupils can then purchase items at the tuck shop which is available to KS3 on Tuesday break times and KS4 on Thursday break times.

Effort scores also determine which enrichment activities can be chosen on Friday afternoons. We offer a broad range of enrichment opportunities, using the effort points system to encourage students to take ownership of their attendance, attainment and attitude in school.

Consequences

At Woodlands we understand the importance of ensuring that all consequences are reasonable and proportionate to the circumstances. Furthermore, we carefully consider a range of factors including individual needs and age. Woodlands have a range of consequences which can be implemented as deemed appropriate. Consequences include:

- Referral to the pastoral team
- Minutes off breaktimes for breaking class/school rules
- Break time reflection
- After-school reflection
- Internal suspension
- Fixed-term external suspension
- Permanent external suspension

All consequences implemented are done so with reflection and re-engagement as the sole purpose. All staff at Woodlands encourage students to reflect on the behaviours presented, learn from their actions and create an action plan for future incidents before reintegrating back into the learning environment.

Reflection Protocol

- Breaktime reflection may be given by all members of staff.
- After-school reflection must be cleared with the SLT before the pupil is informed. In this event, it will be the parents/carers responsibility to collect the pupil at the time stated and meet with a member of the SLT.

Exclusion Protocol

A pupil may be externally suspended for a fixed-term or permanently. Only the Headteacher can suspend a pupil, and this must be on disciplinary grounds. The main reasons for external suspensions are as follows:



- Serious physical violence
- Persistent bullying
- Discrimination
- Damage/vandalism to school property/equipment
- Possession of a prohibited item
- Persistently not adhering to school rules

All permanent external suspensions are subject to review by the Governing Body.

Searching, Screening and Confiscation

Keeping children safe in education makes clear that all school staff have a responsibility to provide a safe environment in which pupils can learn. Ensuring school staff and pupils feel safe and secure is vital to establishing calm and supportive environments conducive to learning. Using searching, screening and confiscation powers appropriately is an important way to ensure that our pupil and staff welfare is protected and helps us establish an environment where everyone is and feels safe.

The government document – 'Searching, Screening and Confiscation' - July 2022 will be used as guidance to structure our schools' screening, searching and confiscation procedures. Before screening or conducting a search of a pupil, we will consider our obligations under the European Convention on Human Rights. Under Article 8, pupils have a right to respect for their private life. In the context of these rights and obligations, this means that pupils have the right to expect a reasonable level of personal privacy. The right under Article 8 is not absolute; but we will always ensure that any searching or screening must always be assessed as being justified and proportionate. We will always exercise our searching powers in a lawful way.

We believe that searching can play a critical role in ensuring that schools are safe environments for all pupils and staff. It is a vital measure to safeguard and promote staff and pupil welfare, and to maintain high standards of behaviour through which pupils can learn and thrive. In our school, only the Headteacher and staff they authorise have a statutory power to search a pupil or their possessions where they have reasonable grounds to suspect that the pupil may have a prohibited item (listed in paragraph 31 of the government guidance Searching, Screening and Confiscation July 2022) or any other item that our school rules identify as an item which may be searched for.

The list of prohibited items is:

- knives and weapons.
- alcohol.
- illegal drugs.
- stolen items.



- any article that the member of staff reasonably suspects has been or is likely to be used to commit an offence or to cause personal injury to, or damage to property of; any person (including the pupil).

- An article specified in regulations:
- tobacco and cigarette papers.
- fireworks.
- pornographic images.
- Mobile phones/camera enabled devices
- Any other item deemed unsafe/inappropriate.

Under common law, school staff have the power to search a pupil for any item if the pupil agrees. The member of staff should ensure the pupil understands the reason for the search and how it will be conducted so that their agreement is informed.

Searches will be conducted by two members of staff where possible. If staff have reason to deem a search appropriate on a school trip, they must gain authorisation from the Headteacher/SLT. In the event of a prohibited item being confiscated, staff have the right to retain the property and not hand it back to the pupil. Staff may request that parents/carers collect the item or in some cases it may be deemed appropriate to dispose of the item or to call the police.

Monitoring

Behaviour incidents at Woodlands will be recorded on school pod. Data from school pod will be used to analyse and monitor patterns and trends of behaviour. This information will be used by the staff team to inform the implementation of behaviour management strategies.

External Agencies

When acute needs are identified for a learner, we will liaise with external agencies and ensure that the needs of all learners are met by utilising the range of external support available.

This policy complements and supports the following policies;

- Child Protection/Safeguarding
- Anti-bullying
- CIT - Exclusions
- Online Safety

