



BABINGTON
HOUSE SCHOOL

Babington House School

Senior School

Behaviour Policy

Date of Policy	Review Date	Reviewed By	Approved By
September 2026	September 2027	Staff, Middle Leaders, SLT and the Governing Body	Education Committee and Full Governing Body

Related Policies

- EYFS – Achieving Positive Behaviour
- Anti-Bullying
- Attendance
- Safeguarding
- Drugs
- E-Safety and Cyber Bullying
- Marking
- Induction (New Staff)
- Induction (NQT and ECT)
- Uniform
- Exclusions Policy

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1. Rationale / Introduction

Babington House School aims to provide a safe, secure and supportive environment for all members of the school and its wider community so that each individual can achieve their potential.

The School Code of Conduct 'Kindness, Courtesy, Determination, Honesty and Respect' is the reflection of an uncompromising belief that every child is able to secure outstanding educational and personal outcomes, maximising their full potential in a positive learning community which supports and values their achievements.

The Behaviour Policy will operate in accordance with current legislation and government guidelines. Staff will use professional judgement in its discharge and will have due regard to statutory policies, including:

Equalities Act 2010	Equalities Act 2010
Behaviour and Discipline in Schools – September 2015	Behaviour and discipline in schools: guide for governing bodies –
Keeping Children Safe in Education – 2024	Keeping children safe in education 2024
Working Together to Safeguard Children – 2018	Working Together to Safeguard Children 2018

Pupils with SEND

This behaviour policy acknowledges the school's legal responsibilities under the Equality Act 2010 in respect to pupils with SEND. Babington House will consider whether a pupil's SEND has contributed to the misbehaviour and if so, whether it is appropriate to sanction the pupil. We will also consider whether any reasonable adjustments need to be made to the sanction in response to any disability the pupil may have. We will endeavour to understand the underlying causes of behaviour and whether additional support is needed.

This policy is published on the school website and is available in hard copy upon request.

2. Aims

- To ensure that the school is a safe and supportive environment for all, where students enjoy, engage with, and achieve in all aspects of their learning.
- To ensure that all members of the school community are shown respect and show respect for others.
- To encourage a positive approach to behaviour by good example and praise and reward for excellent behaviour.
- To ensure that the environment, curriculum and other factors within the school's control allow the promotion of excellent behaviour.
- To ensure that where behaviour falls short of accepted standards, procedures are followed and sanctions are applied fairly and consistently across the school.
- As a community, it is essential that we recognise that this Policy must apply to the behaviour of all its members: to adults (teachers, support staff, parents/carers and visitors) as well as to students' behaviour. Only by example can we teach and demand excellent standards of behaviour from those whose education is entrusted to us.

3. School Code of Conduct

Our Code of Conduct is present in each classroom and around the school and underpins our school ethos and beliefs.

Kindness

- For one another
- In how we speak and act
- Towards those who need support

Courtesy

- For our school building and grounds
- For other people's possessions
- For all adults

Determination

- To always give of our best
- To persevere towards the goal despite any challenges
- To never give up

Honesty

- To always tell the truth, whatever the situation
- To be sincere
- To act with integrity

Respect

- For everyone in our school community
- For yourself
- For friends and family
- For school property, equipment and classrooms

4.1 Student Responsibilities

We aim to enable students to fulfil their potential in an environment in which they:

- Acquire high levels of self-esteem.
- Promote positive attitudes and respect for others and their property.
- Develop initiative, purpose and self-discipline.
- Behave in a co-operative and interdependent manner as part of our community.

Students have the right to:

- An outstanding education and a high quality of teaching.
- Be treated with respect.
- Feel safe.
- Voice their opinion.
- Fair treatment.
- Use the school buildings, facilities and equipment.

Students have a responsibility to:

- Be the best learner they can be and to help others to learn by respecting the learning environment.
- Adhere to the sanction and reward systems alongside following the uniform and equipment expectations.

- Treat others fairly and with courtesy and if they feel they are not being treated respectfully, they have a responsibility to say so or report it.
- Be friendly and to sort out disagreements peacefully.
- Cooperate with staff, adults and peers.
- Care for the building, facilities and equipment.
- Adhere to the school Code of Conduct at all times.
- Adhere to the School Code of Conduct on all school excursions (including international tours).

4.2 Teacher Responsibilities

Teachers are the first line in the management of student behaviour and ALL teachers are responsible for this within their classrooms. ALL members of staff must look to operate within the sanctions and rewards system at all times.

We believe that praise and encouragement are far more motivational than sanctions and punishments. Praise should outweigh sanctions in ALL classrooms. Sanctions should be at the lowest level of need and should not escalate rapidly without good cause.

Teachers have a responsibility to maintain high standards in ALL areas of the school and in classrooms:

- The atmosphere should be welcoming.
- Litter, damage and graffiti are not acceptable. Encourage students to take pride in the school.
- Leave tables, desks clean and tidy at the end of the lesson. In the unlikely event that graffiti appears, report it immediately to the caretakers.

4.3 Department Responsibilities

Heads of Department are responsible for maintaining an overview of behaviour and safety, progress and attitudes to learning within their subject area.

Heads of Department have a responsibility to:

- Ensure the sanctions and rewards system is being applied consistently and fairly.
- Regularly meet as a department to discuss and review student behaviour.
- Liaise with Form Tutors, Assistant Heads, SENDCO, Deputy Head and Headteacher, as appropriate.
- Run a weekly after-school department detention (L3) of 30 minutes. Where a department has only one teacher, departments will buddy up to ensure cover.
- Escalate persistent or serious behaviour issues to MLT/SLT.

4.4 Pastoral Team Responsibilities

The Deputy Head, Assistant Heads and Form Tutors maintain an overview of the behaviour and progress of all students within the senior school. In consultation with relevant staff, they are responsible for informing, advising and consulting with parents/carers with regards to all matters relating to behaviour and rewards.

The Deputy Head, Assistant Heads and Form Tutors have a responsibility to:

- Ensure the sanctions and rewards system is being applied consistently and fairly.
- Monitor behaviour points on iSAMS weekly and act on thresholds.
- Check uniform compliance during morning registration and log infringements.
- Facilitate systems to support behaviour modification such as Form Tutor Report Cards, Subject Report Cards or Pastoral & Academic Support Cards.

- Create a system to celebrate success.
- Arrange parent contact and meetings where a pattern of behaviour or attendance warrants it.

4.5 Leadership Responsibilities

The Senior Leadership Team will:

- Evaluate the effectiveness of the behaviour, welfare and other provisions.
- Support all colleagues in implementing the standards and expectations of the school.
- Run the Friday SLT detention (L4) for escalated cases.
- Operate and manage the on-call system to support staff with serious classroom incidents.
- Through line management hold themselves and their colleagues to account around their professional responsibilities.

4.6 Family Responsibilities

Families have a responsibility to ensure their child:

- Attends school every day, except in exceptional circumstances.
- Is punctual to school.
- Is dressed in full school uniform; if not, giving an explanation by telephone, in planners or by email to Form Tutors.
- Supports their child's learning by attending meetings when required to discuss progress or behaviour.
- Treats staff fairly and with courtesy.
- Has access to and frequently checks iSAMS Parent Portal and the School Bulletin.
- Checks homework has been completed.

5. Rewards

The Senior School's use of rewards is primarily based on a House Point system designed to celebrate success for all, across all areas of the academic and co-curriculum.

5.1 Types of Rewards

A variety of rewards can be issued by all staff, both teaching and non-teaching.

- Verbal praise at the time of good behaviour or work.
- Positive communication with parents/carers via email, telephone or in person.
- House points via teacher stamp and on Praise Card.
- Headteacher's Certificates.
- Recognition of success within our School Bulletin.
- Certificates in assemblies and celebration evenings.
- Half termly celebrations of success via House Point Tombola.

5.2 House Points

Babington House School has adopted a house points system for celebrating success both academically and pastorally. Students use their House Point Card to collect house point stamps from staff. Once a student has received 10 stamps, the card will be entered into a half termly tombola with the chance to win prizes.

5.3 Headteacher's Certificates

Each department can reward a student a Headteacher's Certificate for outstanding independent work. Teachers can email the Headteacher; a certificate will be given in assembly that week.

5.4 Prizegiving Ceremony Awards

Each department will annually award a student with a prize for their subject, awarded at the Prizegiving Ceremony. Alongside subject specific awards we also have awards for:

- Contributions to Sporting Life Prize Plaque
- The Resilience Cup
- The Character Shield
- House Cup
- The Morgan Science Cup
- Contributions to School Life
- The Leadership Prize
- Sarah Toogood Award for Contribution to School Life
- The Headteachers' Prize
- Other(s)

6. Sanctions

Restorative Practice

At Babington House, where possible, we focus on fostering a sense of community within classrooms to prevent conflict, and on reacting to misconduct by encouraging students to accept responsibility and rebuild relationships. It is important to identify the root causes of behaviour and help pupils reflect on other choices that could have been made.

Whilst actively encouraging and rewarding good behaviour, Babington House School makes clear that unsatisfactory behaviour will not be ignored or tolerated. Boundaries are made clear, and sanctions are applied when students do not meet our school expectations/Code of Conduct.

6.1 Behaviour Points

Babington House operates a behaviour points system recorded on iSAMS. Behaviour points are issued for the low-level behaviours listed below. Parents are automatically notified via the iSAMS Parent Portal when a behaviour point is logged.

Behaviour points are issued for:

- Uniform infringement (checked at morning registration and during the school day).
- Forgotten equipment.
- No book.
- No homework.
- Low-level disruption in class.
- Lateness to lesson (first occasion in a week).

Thresholds:

- 3 behaviour points = same-day 20-minute lunchtime detention.
- Behaviour points are monitored by the Form Tutor weekly and reviewed by the pastoral team weekly.

- Persistent accumulation of behaviour points will trigger a parent letter and, where necessary, a parent meeting.

6.2 Sanctions Framework

Babington House (seniors) operates the following levelled sanctions framework. The level applied will be proportionate to the behaviour and informed by any previous history.

Whole groups/classes will not be punished for the actions of individuals. Every effort will be made to identify individuals responsible. Sanctions will always be reasonable and will take account of a pupil's age, SEND, and any other relevant circumstances.

Where behaviour escalates beyond L4, or where a serious incident occurs, refer to the school's Exclusions Policy.

Level	Trigger	Sanction	Escalation	Recorded on
Behaviour Point	• Uniform infringement • Forgotten equipment • No book • No homework • Low-level disruption • Lateness to lesson (first occasion in a week)	Behaviour point logged on iSAMS by class teacher or form tutor	3 behaviour points = same-day 20-minute lunchtime detention	iSAMS (parents auto-notified)
L1 – Warning	• Repeated low-level disruption • Failure to follow instructions • Insufficient effort • Talking when silence expected	Verbal/written warning. Noted in iSAMS.	Repeated L1 = L2 same-day detention	iSAMS
L2 – Teacher Detention	• Repeated L1 behaviour • Removal from lesson • Refusal to follow staff instruction • Inappropriate language • Repeated no homework / no book after behaviour points issued	15-minute in-school-day detention run by class teacher (buddy cover arranged within department if single-teacher subject).	Failure to attend or repeated L2 = L3 HoD/MLT detention	iSAMS. Parents informed.
L3 – HoD/MLT After-School Detention	• Repeated L2 behaviour • Persistent defiance • Failure to attend L2 detention • Serious classroom disruption • Bullying (first instance)	30-minute after-school detention, run by Head of Department or Middle Leader. Department detentions run once per week on a set day. 24 hours' notice given to parents.	Failure to attend or repeated L3 = L4 SLT Friday detention	iSAMS. Parents informed.
L4 – SLT Friday Detention	• Repeated L3 behaviour • Persistent escalated defiance • Setting off fire alarm • Racist/homophobic language	1–1.5 hour detention on Friday after school, run by SLT. 24 hours' notice given to parents.	Failure to attend or escalation of behaviour = refer to Exclusions Policy	iSAMS. Parents informed. CPOMS if safeguarding concern.

	• Social media bullying/intimidation • Vandalism • Leaving site without permission • Running away from staff • Malicious allegations • Recording others without consent			
L5 – temporary exclusion	• Possession of alcohol • Smoking/vaping on the school site • Use of mobile devices to record and distribute on social media • Inappropriate physical contact • Theft • Physical assault • Racial abuse • Homophobic/Transphobic abuse • Misogyny • Persistent and damaging disruptive behaviour	Internal – attending school but working in isolation for a fixed period External – removal from school community for a fixed period		
L6 – permanent exclusion	• Supplying, possession or consumption of illegal drug(s) • Targeted defamation or humiliation of others • Sexual abuse or assault • Violent physical assault • Carrying a weapon • Arson (deliberate damage through the use of fire) • Bringing the school into disrepute	Permanent removal from Babington House School. All recorded on ISAMS		

6.3 Specific Sanction Details

Same-day 20-minute lunchtime detention

Issued when a pupil accumulates 3 behaviour points. Managed by the pastoral team. No parental consent required for lunchtime detentions.

L2 – Teacher in-school-day detention (15 minutes)

Run by the class teacher during the school day (e.g. break). In single-teacher departments, departments will buddy up to ensure the detention can always be covered. Repeated failure to complete work or comply will escalate to L3.

L3 – HoD/MLT after-school detention (30 minutes)

Run by the Head of Department or a Middle Leader. Each department runs one after-school detention session per week on a fixed day. 24 hours' notice is given to parents/carers. Failure to attend results in escalation to L4.

L4 – SLT Friday detention (1–1.5 hours)

Run by a member of SLT every Friday after school. 24 hours' notice is given to parents/carers. Failure to attend or further escalation will be dealt with in accordance with the school's Exclusions Policy.

On-call system

Where a pupil's behaviour is so disruptive that they cannot remain in the classroom, the class teacher should call the office to ask for a member of SLT/MLT to attend.

Failure to attend detention

Failure to attend a detention will result in the sanction being escalated to the next level:

- Missed lunchtime detention → L2 teacher detention.
- Missed L2 → L3 HoD/MLT detention.
- Missed L3 → L4 SLT Friday detention.
- Missed L4 → refer to Exclusions Policy (considered persistent defiance).

Chewing gum

Pupils found chewing gum will receive a behaviour point and will be required to complete a community service task such as litter picking or assisting in the canteen, arranged by the pastoral team.

6.4 Uniform and Gate Monitoring

Uniform standards will be checked by Form Tutors at morning registration and by staff on gate duty at the start of the school day. Pupils who arrive in incorrect uniform will not be admitted to the school building until the issue has been resolved. Examples include:

- Make-up to be removed before entry.
- Trainers to be replaced with plimsolls or correct footwear (kept in school for such occasions).

Each uniform infringement is recorded as a behaviour point on iSAMS. The uniform escalation pathway is as follows:

Stage	Action	Managed by
Gate check at morning registration	Pupil not admitted until uniform is resolved (e.g. make-up removed, correct footwear obtained). Behaviour point logged.	Form Tutor / Staff on gate duty
Infringement during the day	Behaviour point issued via uniform card. 3 behaviour points trigger a same-day lunchtime detention.	Class teacher / Form Tutor
Persistent uniform non-compliance	Same-day or after-school detention issued. Parent contact made.	Form Tutor / MLT
Continued non-compliance	Escalated to SLT. Formal letter/meeting with parents.	SLT

6.5 Lateness Escalation

Lateness to school and lessons is monitored by Form Tutors and class teachers and recorded on iSAMS. The following escalation pathway applies:

Occurrence	Sanction	Managed by
1st late in a week	Behaviour point logged.	Class teacher / Form Tutor
2nd late in same week	Same-day 20-minute lunchtime detention.	Form Tutor / MLT
3rd late in same week	After-school detention.	MLT / SLT
Persistent lateness	Contact home	Deputy Head / SLT

6.6 Clear Escalation for Persistent Concerns

Where a pattern of poor behaviour, uniform non-compliance, lateness or homework failure persists, the following escalation pathway will be followed:

- If any behaviour points or a detention are given, parent auto-notified via iSAMS.
- 10 or more behaviour points or sanctions, contact home by member of SLT summarising concerns and actions taken to date. Logged on CPOMS
- Parents invited for a meeting and an agreed support plan put in place
- Referral to external agencies where SEMH or other needs are identified.
- Where behaviour persists and all other avenues have been exhausted, refer to the Exclusions Policy.

6.7 Supporting students whose behaviour needs to improve

There may be exceptional cases where the school's sanction system will not impact on the behaviour of a student. If this happens a plan will be actioned involving the Assistant Heads, SENDCO, SLT, Parents/Carers and any other external agencies deemed appropriate.

Babington House School will:

- Consider offering specialist support and counselling (internally or externally).
- Review and audit any learning needs.
- Consider changing of sets/classes.
- Consider reducing curriculum content/subjects.
- Issue an Academic and Pastoral Support Card.

Where these measures are exhausted and behaviour continues to present a serious risk or disruption, the school's Exclusions Policy will be applied.

For guidance on searching pupils and the confiscation of prohibited items, please refer to Appendix 2.

APPENDIX 1

Babington House School Rules

The School Rules are designed to promote safeguarding and high standards of behaviour in and around the school and on any school visit or activity. Pupils are required to display good manners, common sense, honesty, cooperation, and consideration for others at all times and to always abide by our school Code of Conduct: Kindness, Courtesy, Determination, Honesty & Respect.

Compliance with the School Rules is a condition of a pupil's continued membership of Babington House School. Any action detrimental to the good order or good name of the school will be regarded as an offence against school discipline.

Uniform & Appearance

- All pupils are expected to wear the correct school uniform when travelling to and from school and during the school day.
- Uniform must be worn correctly and should be tidy.
- Outdoor coats must not be worn inside the building but should be placed in lockers.
- The school reserves the right to refuse entry until uniform is corrected. Gate checks will be carried out at morning registration.
- Jewellery and make-up (including nail varnish/extensions) are not permitted in Years 7–11, except for small stud earrings (silver or gold only).
- Hair must be kept neat and tidy. Coloured streaks and overtly coloured hair are not permitted.
- Fake tan is not permitted.
- Pupils may wear Summer uniform until October half term; Winter uniform must be worn from October half term until Easter.
- Articles of uniform and personal possessions must be marked with the owner's name.
- Babington Hoodies are only to be worn on residential school trips, not during the school day (except for PE).

Attendance & Punctuality

Regular attendance is fundamental to successful learning. Babington House expects a minimum attendance rate of 95%.

- All pupils are required to be in attendance on all school days unless prevented by ill-health or other unavoidable causes.
- Parents/carers must telephone or email the school office on the morning of any absence.
- All pupils must be on school premises by 8:25am, ready for morning registration at 8:30am.
- Persistent lateness will result in escalating sanctions (see Section 6.5).
- Pupils may not leave the school building during the school day without permission.
- Holidays during term time should not be taken without the Headteacher's permission.

Conduct

Babington House pupils are expected to always follow the school Code of Conduct: Kindness, Courtesy, Determination, Honesty & Respect.

Travelling To and From School

- Pupils are expected to uphold the good name of the school when travelling to and from school.
- Pupils are expected to wear the correct uniform.
- Reports of poor behaviour whilst travelling will be investigated immediately.

Moving around the School

- Pupils must not run within the school building.
- Pupils should ascend and descend stairs on the left-hand side.
- Pupils must ensure personal litter is placed in the bins provided.
- Pupils should not use the lift unless they have prior permission from a member of staff.

During Lessons

- All pupils should arrive promptly to lessons, ready to learn, with the correct equipment.
- Pupils will enter and exit the classroom quietly and sensibly.
- Pupils will get out required equipment at the start of the lesson and wait to be invited to sit down by the classroom teacher.

Smoking

- Smoking (including vaping) is forbidden inside the building and anywhere in the school grounds.
- It is illegal to purchase cigarettes or vapes under the age of 18.

Prohibited Items, Harmful Objects & Illegal Substances

- Pupils are forbidden to use or be in possession of any illegal substances or images.
- Any drug-related offence is regarded as extremely serious; the school will always inform the Police.
- Pupils must not have in their possession any potentially harmful or dangerous objects or images.
- The following must not be brought into school: chewing gum, matches, lighters, solvents or permanent felt tip markers.
- All pupil medicines should be given to the School Nurse. Pupils must not self-administer any medication.
- No valuable items or large sums of money should be brought into school. We are a cashless school.
- No pupil is allowed to sell any items on the school premises, unless agreed for charity purposes.
- We are a nut and seed free school.
- Chocolates and energy drinks are not permitted.
- Smartwatches and other wearable technology are not permitted.

School Property

- Damage to school property must be reported at once to a member of staff.
- Pupils responsible for wilful or careless damage will be required to pay for repairs and may receive additional sanctions.

Bullying

Bullying of any kind is unacceptable and will not be tolerated. Bullying includes:

- Physical assault
- Verbal abuse or aggression
- Deliberate exclusion from a peer group
- Aggressive or insulting gestures
- Extortion or coercion by means of intimidation

All members of the school community are encouraged to report any case of bullying to a member of staff.

Cyberbullying

Cyberbullying includes harassment, defamation, impersonation, manipulation and peer rejection carried out via digital means. Any pupil involved in cyberbullying can expect to face school sanctions. Cyberbullying will be referred to the Police where appropriate.

Mobile Phones

Babington House is a mobile phone free zone. Senior pupils and parents/carers sign a contract agreeing that any mobile phone that comes into school must be placed in a Yondr Pouch.

- Pupils are not permitted to use their phones at any time during the school day.
- Phones found in a pupil's possession during the day will be confiscated; a behaviour point will be issued and an after-school detention given for a repeat offence.

APPENDIX 2

Searching, Confiscation and Prohibited Items

Schools' general power to discipline, as set out in Section 91 of the Education and Inspections Act 2006, enables a member of staff to confiscate, retain or dispose of a pupil's property as a disciplinary penalty, where reasonable to do so.

Searching pupils

Searches should only be carried out where there are reasonable grounds to believe a student is in possession of a prohibited item. All searches must involve two members of staff; the searcher must be the same sex as the pupil. As lockers remain the property of Babington House School, consent is not required to search them.

Do	Do not
• Ensure at least two members of staff are present, one of whom should be SLT and/or the same sex as the pupil. • Ensure reasonable grounds exist before searching. • Log all searches on CPOMS.	• Perform searches in a public space or in view of other students. • Ask the student to remove layers below their outer clothing (blazer, coat, hat, scarves, shoes etc.).

Confiscation

Staff may confiscate a student's property, including mobile phones not handed in at registration. Phones will be available for collection at end of day. Parents may be asked to collect some prohibited items.

The law protects members of staff from liability for any loss of, or damage to, any item they have confiscated, provided they have acted lawfully and in line with the guidelines above.

Item	Category	Confiscation procedure
Mobile phones / Smart watches / Headphones (KS3)	Banned item	Handed to form tutor at registration; returned PM. Behaviour point issued. Parents informed.
Chewing gum	Banned item	Disposed of. Behaviour point issued. Community service sanction.
Energy drinks / junk food / nuts	Banned item	Disposed of. Behaviour point issued. Parents informed.
Knives / weapons	Prohibited / illegal	Retained. Parents informed. Police involvement.
Alcohol / solvents	Prohibited / illegal	Disposed of. Parents informed.
Controlled drugs	Prohibited / illegal	Retained. Parents informed. Police involvement.
Cigarettes / vapes / lighters / matches	Prohibited / illegal	Disposed of. Parents informed.

Stolen items (low value)	Prohibited	Returned to owner. Parents informed.
Stolen items (high value)	Prohibited	Parents informed. Possible police involvement.

APPENDIX 3

Behaviour & Escalation Summary

Issue	First response	Escalation 1	Escalation 2
Uniform infringement	Behaviour point. Gate: not admitted until resolved.	3 points = same-day lunchtime detention.	Persistent = letter/parent meeting.
Lateness to school	Behaviour point (1st in week).	2nd in week = same-day lunchtime detention.	3rd in week = after-school detention.
No homework / no book	Behaviour point.	3 points = same-day lunchtime detention.	HoD detention if persistent.
Forgotten equipment	Behaviour point.	3 points = same-day lunchtime detention.	Parent contact if persistent.
Low-level disruption	L1 verbal warning.	L2 teacher 15-min in-day detention.	L3 HoD 30-min after-school detention.
Chewing gum	Behaviour point + community service.	Repeat = L2 detention.	Persistent = parent contact.
Defiance / serious behaviour	L3 HoD/MLT detention.	L4 SLT Friday detention (1–1.5 hrs).	See Exclusions Policy.
Missed detention	Escalate to next level.	Repeated = further escalation.	L4 miss = considered persistent defiance.