



St Johns Middle School



Extended School Services Code of Conduct

Overview

At St Johns we want to encourage pupils to make the right choice when it comes to behaviour and building positive relationships. Setting high, but reasonable expectations we inspire our pupils to “Give of Their Best” every day.

We use behavioural systems which support and reinforce the efforts of individual members of staff to challenge unacceptable behaviour. Systems have been devised to enable the individual member of staff to retain responsibility for tackling behaviour issues where appropriate, whilst providing support to manage more serious infringements.

This approach aids the promotion of Christian distinctiveness by allowing each day and week to be a fresh start, with the opportunity to be forgiven and make a mends for any wrong doing. It allows periods of reflection to consider how to go about life in a better way, instilling a sense of faith and reconciliation in the pupils.

Whilst we recognise that the extended school provision is not a direct extension of the normal school day and that some expectations can relaxed, staff will still encourage and expect pupils to make the right choice with regards to their behaviour.

This Code of Conduct is applicable to all pupils of St Johns Middle School attending any extended school provision.

Roles and Responsibilities

Extended School Services Manager (ESM)

The ESM is responsible for the implementation and day-to-day management of the code of conduct and related procedures. The ESM will communicate any behavioural issues directly to parents. Will communicate with the Senior Leadership Team with regards to any serious and/or persistent issues. The ESM will, in conjunction with the Designated Safe Guarding Lead monitor/action any safeguarding concerns.

Extended School Staff (ESS)

All ESS are responsible for ensuring that this Code of Conduct and its related procedures are followed and that they are consistently and fairly applied at all times. In the event of a confrontational situation arises, ESS will Try at all costs to avoid getting into an argument with the pupil involved but instead deal with the issue swiftly and calmly, issuing a consequence and stating the reason in a non-personal manner. ESS will record all behavioural issues and report serious and/or persistent issues to the ESM.

All ESS are committed to Safeguarding and will log any cause of concern as per the schools safeguarding policy.

Pupils

Pupils are expected to take responsibility for their own behaviour but also to take care of the needs of others. Pupils are made fully aware of the Code of Conduct and staff expectations. Pupils are also encouraged to take responsibility for their social environments making them both safe and enjoyable by reporting all undesirable behaviour. Pupils are expected to report bullying/vandalism/racist behaviour whenever they see it.

Parents/Carers

The most effective form of behaviour management occurs when parents/carers and school staff work in partnership. Parents/carers are encouraged and supported to take responsibility for the behaviour of their child. Partnership between parents/carers and the school is promoted in order to assist in maintaining high standards of desired behaviour. Parent/carer contact is actively encouraged in order to raise any issues arising from the operation of this Code of Conduct. In the first instance parents should contact the ESM to discuss any concerns they may have regarding the behaviour of their child or of another child during extended school services.

Code of Conduct

Whilst attending St Johns Middle School, all pupils will agree to uphold the following rules and expectations. Failure to make the right choice may lead to a sanction being issued and recorded on epraise.

Rules

- Pupils will follow instructions given by all ESS at all times.
- Pupil will show respect to all ESS and other pupils at all times.
- Pupils will not use inappropriate language i.e. swearing and racist/homophobic words.
- Pupils will not act in a boisterous or physical manner towards ESS and other pupils.
- Mobile Phones will remain switched off and left in pupil's bag.

Expectations

- ESS and all pupils will create a calming, relaxing and enjoyable atmosphere during all extended school provisions by abiding by the above mentioned rules.
- Pupils will speak to ESS and other pupils as they wish to be spoken to themselves remaining respectful at all times.
- ESS, pupils and parents to work collaboratively to ensure any issues are reported and dealt with consistently.

Sanctions

Should a pupil be in breach of the above mentioned rules and expectations the following consequences may be applied (in no particular order).

- Removal from an particular extended school activity
- Pupil referred to Senior Leadership Team
- Loss of points following behaviour recorded on epraise (under Extended School Provision category)
- Parents/Carers requested to attend meeting with ESM and/or SLT

In the event of persistent behavioural issues where other sanctions and strategies have had no impact, St Johns Middle School reserve right to remove the provision with immediate effect in line with our safeguarding policy.

Please note that foul/abusive language and lack of respect towards ESS will not be tolerated under any circumstances from pupils and/or parents.