

**THE CHANTRY SCHOOL**

**BEHAVIOUR FOR LEARNING**

**STUDENT GUIDE**



## **BEHAVIOUR FOR LEARNING**

We believe that the majority of students in school want to learn, make progress and not disturb others in their learning.

With this in mind we have gathered all the procedures we use around school into this booklet so that all students can see what is expected. The praise/sanction system which every teacher will use is included so that you are aware of how this works. Please talk to your form tutor if you are unclear about any aspect of this system.

We expect all students to be well behaved, respectful and co-operative at all times. We expect all students to want to leave school with the best options open to them and to achieve their potential.

Behaviour for Learning is meant to support you, to do your best around school. Please read this booklet carefully and act accordingly around school.

**We want all Chantry students to be excellent learners and achieve the best possible results.**

**To become an excellent learner you will need to;**

- Listen to the opinions of others
- Learn from your mistakes
- Challenge yourself
- Think for yourself
- Never give up
- Believe in yourself

## Expectations

- ☺ Arrive to school and lessons on time.
- ☺ Wear full school uniform correctly
- ☺ Bring correct equipment.
- ☺ Walk around the school sensibly; enter classrooms quietly.
- ☺ Line up quietly and in single file for lessons.
- ☺ Follow instructions first time.
- ☺ Listen when asked.
- ☺ Try hard and be prepared to learn from mistakes.
- ☺ Ask for help appropriately.
- ☺ Respect everyone in the school.
- ☺ Speak to everyone in a polite and courteous way.
- ☺ Drink only water in lessons and fill up bottles at break or lunchtime only.

### How do we move around the school?

- ☺ Walk around the school – no running.
- ☺ Be quiet whilst moving around the school – no shouting.
- ☺ Go up and down stairs on the left.
- ☺ Do not leave lessons unless it is essential and you have a pass/written permission.
- ☺ Do not drop litter in the corridors or around the school – use the bins provided.

### What should we do in lessons?

- ☺ Arrive to lessons on time.
- ☺ Line up outside the room until given permission to enter.
- ☺ Take out our equipment including your Planner and rewards card.
- ☺ Sit according to the seating plan.
- ☺ Follow instructions from the teacher.
- ☺ Stay in your seat unless you have permission to move.

Some Departments have other rules that you will need to follow. They are listed later in the booklet.

## What do we need to bring to school?



**Blue or black pen**



**Pencil**



**Rubber**



**Ruler**



**Calculator**



**Planner and Rewards Card**



**School bag**

## Times of the School day

The school operates a two week timetable, so please ensure that you remind yourself if you are on a week one or week two timetable.

8.40 - 8.45a.m. (8.45)	Staff briefing (Warning bell, movement of staff & students)
8.50 - 9.55a.m.	Registration and Period 1
9.55 - 10.55a.m. 10.55	Period 2 (bell)
10.55 - 11.15a.m. (11.10)	<b>Break</b> (Warning bell)
11.15 - 12.15p.m.	Period 3
12.15 - 1.15p.m. (1.15pm)	Period 4 ( bell)
1.15 - 2.00p.m. (1.55)	<b>Lunch</b> (Warning bell)
2.00 - 3.00p.m.	Period 5 / Registration
3.00 - 3.20p.m.	Form Period (Assembly)
3.20p.m.	<b>End of school day</b>

## **What happens if we are well behaved?**

All students can make progress and try to achieve both excellence and their targets. All students feel safe.

You will receive verbal praise, achievement points, or Praise Postcards if you:

- arrive on time
- listen when asked
- start tasks when asked
- complete work
- show resilience and respect
- work as a group and individually
- volunteer to answer questions
- meet the high expectations of The Chantry School

At certain points in the year you may also receive:

- Commendation letters (Years 10 & 11)
- Prizes through achievement points when you have completed a reward card
- Achievement and effort certificates
- Praise Postcards home
- Subject awards
- Head teacher commendations
- Attendance certificates
- Grand draw prizes
- Good behaviour draw prizes
- Nominations for student of the week

## **What happens if we are not well behaved?**

Teachers use many strategies in lessons to ensure that students have the best opportunities to learn. These may include a seating plan, moving students, talking to individuals, isolating students near the teacher. Teachers are told to give all students the chance to behave well and not to use the behaviour system until all their other strategies have not worked.

The **BFL** (Behaviour For Learning) system is based on consequences (C'S) given for poor behaviour. It works like this:

Teachers use all their positive strategies to ensure behaviour in class is good and students are working well. If these fail and you are still not behaving well then you will be issued with a:

**C1 Verbal Warning** about your behaviour. You will be told what you are doing that is inappropriate.

If you misbehave after this you will receive a:

**C2 Recorded Warning** about your behaviour. This will be recorded on the school computer system so that staff, including your form teacher and Year Head, and your parents / carers can see you have misbehaved.

If you continue to misbehave you will receive a **C3 Recorded Warning** and detention for 20 minutes at lunchtimes. This will be recorded on the school computer system so that staff, including your form teacher and Year Head, plus your parents / carers can see you have misbehaved and your behaviour can be monitored. It will also be recorded in your planner. If you receive too many consequences (C's) your parents / carers will be informed by letter.

In extreme cases of very poor behaviour you may receive a **C4 removal from the lesson**. This means that the member of staff thinks that, for the benefit of others and you, it is safer and better for another member of staff to take you out of the lesson and decide what the best action for you is to secure your co-operation. You will probably receive an after school detention if you receive a C4. You may also spend some time in our Behaviour Support Unit.

**Just so we are clear..... we do not expect any of the following:**

Lack of kit, homework or equipment, poor uniform, lateness, lack of respect, disturbing lessons, eating in the wrong place, chewing, litter, answering back, defiance, being out of bounds, electronic equipment, mobile phones, jewellery, messing about on buses, smoking equipment (including E cigarettes), Tattoos (including temporary ones), drugs, alcohol or weapons.

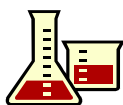
School rules and procedures are to **protect** and **help** you.

If you think that any of the policy is unfair talk to your form tutor, student council representative or Year Head.

Your parents have a copy of their own booklet so they can comment and feedback to school.

**Staff** have their own booklet to guide them. They have been asked to ensure that they do all the things that are expected of them, for example prepare good lessons, be respectful, be fair, be honest, be supportive, be professional, be consistent, work with students, be on time, be happy and enthusiastic.

**SUBJECT AREA**  
**RULES AND ROUTINES**



**Science Department**

Rules of Safety for the Laboratory:

- Good behaviour is expected in the laboratories.
- Never enter a laboratory unless a teacher is present.
- Never taste anything, or put anything in your mouth, when you are in the laboratory.
- Never touch apparatus or chemicals, unless you have been instructed to do so.
- Never leave bags and stools where others can trip over them.
- Never sit on a stool whilst doing practical work.
- Keep hair tied back and ties tucked in when using a Bunsen burner or any other apparatus.
- When not using your Bunsen burner, make sure that the flame is left on the yellow safety flame.
- Never heat with the yellow flame.
- Always wear your goggles for all practicals.
- All accidents must be reported to the teacher.
- Spills must be wiped up and areas always left tidy.
- Broken glass must be put into the glass bin, not the waste paper basket.
- Obey any instructions given immediately.





## ICT Department

### **Entering the lesson**

When entering the classroom all students are expected to go to their designated computer for that lesson and log on immediately, then turn off the screen to start the lesson.

### **During the lesson**

When a teacher is speaking all students are expected to turn off the computer screens and turn to face the teacher at all times. No-one is allowed, unless directed, to be using any ICT equipment when the teacher is talking to the whole class.

### **End of lesson**

At the end of the lesson students are expected to log off the machines and tidy their area. To conclude they must be in full uniform, stood behind their chairs awaiting dismissal from the teacher to leave.



## Music Department

### **General:**

#### **Students are to:**

- Line up outside the Music Centre until a teacher asks you to come in.
- Keep bags safely tucked under tables, particularly long handles or straps.

### **Practical Group Work:**

#### **Students are to:**

- Stay in the practice room you have been allocated – do **not** interfere with other groups' work.
- Take care of any instruments you are using, do **not** use excessive force.
- Keep working area tidy; do **not** put instruments or worksheets on the floor.
- Use the correct beaters for mallet instruments.
- Put all instruments away neatly, be responsible.

### **Working at computers students are to:**

- Sit at the computer desk and not stand.
- Use headphones, wrap up the wires and hang them up on the hooks at the end of the lesson.
- Put computer keyboards and mice on the computer benches.
- Push Music keyboards back under the shelf.
- Avoid distracting others by chatting or interfering with equipment.
- Treat microphones with respect.

Students who take part in extra-curricular music groups or take GCSE Music may use the practice room facilities at break and lunchtime to support their work. Other students should not be in the music block without permission from a teacher.



## **Drama Department**

### **Behaviour protocols for Drama in Drama Studio:**

- Students wait outside/all bags left outside until invited in.
- Year 7/8 sit on floor facing front at beginning of lesson.
- Year 10/11 place chairs in semi-circle at beginning of lesson.
- No talking when other students are performing.
- At end of lesson Y7/8 sit and face front for evaluation  
Y10/11 sit back in semi-circle for evaluation

### **Behaviour protocols for Drama in the Hall:**

- Students wait in corridor to be invited in.
- All bags left at side of Hall
- Year 7/8 sit on front rows at beginning of lesson.

## **Art Department**

- No entry to classrooms or store room without a member of staff
- Bags must be kept under desks during lessons.
- Aprons provided must be worn at all times during printing and work with clay.
- Missing scissors or knives will result in the whole group being kept in.
- Students are responsible for cleaning ALL tools used during lessons.

## **Practical Lessons**

All students in practical lessons must:

- Dress appropriately for lessons which includes wearing suitable shoes , no loose clothing, hair tied back (if necessary), aprons and safety glasses
- Not run or push
- Come prepared with pencils, drawing and writing equipment
- Never behave in a way that makes another student feel unsafe
- Never cause distractions which could result in an accident
- Only use equipment after training and with permission from staff
- Concentrate during demonstrations and ask questions appropriately
- Respect all furniture and equipment
- Stop immediately when asked
- Leave work area tidy, clean and return all equipment after each practical session

## **Physical Education (Core)**

- At the start of lessons line up quietly outside the Sports Hall ready to be registered.
- Arrive fully prepared for lessons with all kit items.
- Enter changing rooms and change quickly and quietly
- If you feel unwell or sustain an injury during the lesson you must tell staff immediately.
- Move quietly and calmly around teaching areas
- Students using: Climbing Wall / Fitness Studio and Gymnasium will be expected to line up quietly outside the areas- Prior to entry staff will check your footwear.
- Students using:  
Athletics Equipment will wait outside store areas and will be supervised when transporting equipment to teaching areas.
- Bottom Field Lessons will wait by the gate area to be supervised crossing the lane/road
- Return equipment to store areas at the end of lessons ensuring it is left in a neat and tidy manner.
- Do laces up on trainers after participating in bare foot activities.
- Take care when using the steps on the way to the Gymnasium.
- Borrowed PE kit must be returned to the PE office at the end of the lesson.
- Do not go to lockers at the end of lessons.
- You are expected to give 100% effort and work cooperatively with your peers
- Ask for help if you are unclear about lesson tasks.
- If you have forgotten your kit or you are injured you must inform the member of staff prior entering the changing rooms.
- If you are injured or unwell- still bring your kit with you as you may well be able to participate or assist in the lesson.
- If you have valuables you will need to take these to the PE Office and collect them at the end of the lesson.