



# Amano Christian School - Behaviour Policy

## 1. Introduction

Jesus Christ is both our example and the one who makes it possible to be like Him. Because of this, we look for and encourage kindness, truthfulness, honesty, thoughtfulness, courtesy and good manners, and forbid lying, stealing, disobedience, bullying and so on. This is the background and foundation of our Behaviour Policy. We look to Jesus as He shows Himself to us in the Bible and take our direction from Him.

In the 'Shorter Oxford Dictionary' discipline is described as:

- The training of scholars to proper conduct and action by instructing and exercising them in the same; mental and oral training
- The order maintained and observed among persons under control or command; a system of rules for conduct

The New Testament puts it this way: 'For the moment, all discipline seems painful rather than pleasant; later it yields the peaceful fruit of righteousness to those who have been trained by it.' Hebrews 12 v 11.

## 2. Aim

The aim of this Behaviour Policy is to ensure all students at Amano Christian School can:

- Be safe and respected by others
- Be able to carry on their studies without hindrance or harassment
- Know the school rules and expectations of other students and staff
- Know what is likely to happen when rules are broken

## 3. General guidelines

- Lists of school rules will be published from time to time. These will be displayed on notice boards and explained to students.
- Standards of behaviour must remain the same whether the student is in the Primary or Secondary School or in the dormitories. Action taken may differ within these departments but consistency of discipline must be maintained.
- Positive behaviour is to be encouraged and rewarded as appropriate. Praise is to be given as much as possible.
- Unacceptable behaviour should be warned against in the first instance and then action taken as necessary, as soon as possible.
- Inappropriate physical contact between members of the opposite sex is forbidden. Boys and girls are not allowed to meet in isolated or hidden places. Such action will be dealt with immediately and severely.
- Bringing alcohol, tobacco or illegal drugs on to the property or being found in possession of the same, or leaving the school site without permission, will immediately result in reference to the Administrator.
- The class teacher or person in charge of the class is responsible to maintain order and discipline during school hours. If a student does not respond to the member of staff then the Head Teacher or their Deputy should be called.

## 4. Merits and Demerits

The Merit and Demerit system is to be used as much as possible in the Secondary School.

Merits should be given for:

- Volunteering for extra duties
- Exceptional work
- Any extra activity or work done
- Good progress in work or improved behaviour
- Consistently learning the week's verses by Wednesday rather than Friday
- Other deserving behaviour

Demerits should be given for minor offences mentioned below.

4.1. Minor offences meriting a verbal warning and possibly a suitable punishment as decided by the staff member include:

- Eating in class and at inappropriate times (except for medical reasons)
- Incorrect uniform
- Correct uniform incorrectly worn
- Wearing jewellery other than a watch (and ear studs/sleepers for girls)
- Infringing rules on hair length and eccentric hair styles (remedial action is also necessary)
- Wearing make-up/nail varnish in school (remedial action is also necessary)

- Chewing gum
- Careless behaviour
- Deliberately late for a lesson
- Using personal music players in school buildings (unless authorised by staff member)
- Lack of equipment for lessons and school activities (unless excused by staff member)
- Being out of bounds but still on the school site
- Running inside buildings (unless part of a lesson)
- Inappropriate use of language
- Minor disruptive behaviour
- Occasional incidents of bullying

Suggestions of suitable punishments:

- Demerits - 6 in a half term requires lunch-time detention
- Writing lines
- Walking several times where they ran
- Confiscation of inappropriate jewellery, music player, nail varnish/make-up, etc. for a specified length of time
- Cleaning an area/ picking up litter
- Report to staff member for checking they are correctly dressed for a week or suitable length of time
- Restriction to certain areas of the site for a specified length of time
- Walking round the running track a certain number of times

All punishments **MUST** be overseen by the member of staff involved in the situation.

#### 4.2. For persistent and more serious misbehaviour

Such as:

- Disruptive behaviour
- Arguing back
- Refusal to follow instructions from a teacher
- Failure to complete a punishment for any of the above offences
- Serious bullying
- Missing a lesson without permission
- Frequent instances of minor offences
- Violation of any ACS policies

On observing/experiencing instances of the behaviours described above, the teacher concerned should record the student's name in the **Behaviour File**, indicating the offence and the punishment given, initialling the entry when the punishment is completed. If a student has three mentions in the file within a term the teacher recording the third entry must report the student to the Head Teacher. This will normally result in the student being placed 'on report'. If a student is placed '**on report**' they will receive a form from the Head Teacher which has to be filled in by every member of staff supervising the student for the specific time. The student will report to the Head Teacher daily for encouragement. When completed, this report will be kept in the student's file. The student is to be warned that they will face serious punishment if the behaviour recurs.

Suggestions for suitable punishments for such offences include:

- Manual labour - this must be an achievable activity and closely supervised by staff member involved or an appointed, trusted other person. Suitable clothing may be necessary
- Withdrawal of privileges
- Restriction to certain activities or areas of school
- Isolation from class, working under Head Teacher's supervision

4.3. Further serious offences such as those listed below, should be referred to the Head Teacher who will contact the parents and give warning of suspension should the behaviour be repeated:

- Persistent refusal to follow directions from a teacher
- Deliberate refusal to complete punishment given previously
- Serious disruptive behaviour
- Violent behaviour
- Offences listed previously repeated within seven days

**5. Suspension** can be carried out immediately by the Head Teacher in cases of use of alcohol or prohibited drugs, sexual misconduct, or possession of pornographic material.

**6. Expulsion** is the responsibility of the board of Governors and will only be carried out if no other acceptable solution can be found.