De Lisle College

St Thomas Aquinas Catholic Multi-Academy Trust

Behaviour Policy

Approved by the Governing Body at
De Lisle College: A Catholic Voluntary Academy:
15 October 2026

Review Date: 15 October 2027

Discipline for Learning and Personal Growth

Mission Statement

"Rooted and grounded in Love".

Ephesians 3:17

Our mission is to be rootedand grounded in God's love so that each student receives the highest quality Catholic education and knows that they are loved deeply by Jesus Christ.

- All students experience the **Love** of Jesus Christ every day.
- Everyone is given the **Opportunity** to grow.
- Everyone **Values** themselves and each other by 'doing what is right, not what is easy' in the words ofour school motto.
- Above all, we will grow actively in our faith by seeking a personal **Encounter** with Jesus Christ, so that we bear witness to the good news and to the teachings of the Church.
- We all **Serve** our neighbours, near and far, as missionary disciples.

L = Love
O = Opportunity
V = Values
E = Encounter
S = Serve

#DeLisleLoves

Rationale

The De Lisle College Behaviour Policy is rooted in the College Mission Statement – that as unique and wonderful creations of God, we foster an environment where all members of the community are valued and respected. By insisting on high standards of behaviour, we demonstrate the care we have for each student and the commitment we have in supporting them to reach their full potential.

A high standard of behaviour is expected at all times. This standard enhances the good reputation of the College, and is based on the Catholic Christian values of the College and in particular Jesus' commands that we should:

'Love God and our neighbour as we love ourselves' (Luke 10:27) and
'Treat each other in the way we would like to be treated ourselves' (Matthew 7:12) and

All members of the College are to be treated with great respect and we emphasise self-discipline, courtesy and consideration for others. As a Catholic school, Christ is very much at the centre of everything we do. Through the integration of Gospel values into the fabric of school life, we strive to nurture young people who respect the dignity of all human life, who

are committed to working for the common good, and who are able to find meaning and contentment in their lives, sustained by a deepening sense of spirituality.

Students are offered a place at De Lisle College on condition that parents/carers agree to support the College's standards of discipline, which include students being excellent ambassadors for the College at all times, and especially whilst wearing College uniform. We expect all students to uphold our high standards by following this agreed College Code of Conduct, which has been subject to consultation with all members of our community.

The key rules for behaviour and attitudes at De Lisle

The routines and procedures for promoting positive behaviour stem from three key rules:

1. To keep ourselves and others **safe**.
2. To **respect** ourselvesand others.
3. To be **ready to learn** at all times.

The aims of the behaviour system at De Lisle College are:

1. To create a safe environment promoting the welfare and development of each and every member of the College community and encouraging good behaviour.
2. To foster attitudes of genuine mutual respect based on the recognition of the worth and contribution of each and every individual within the College.
3. To generate the highest quality of relationships within the College.
4. To encourage individual responsibility for, and collective commitment to, the shared values of the College community.
5. To provide a clear framework of expectations in terms of behaviour, attitude and activity which is accepted by parents, students, all staff and Governors.
6. To implement and consistently apply a system of rewards, commendations, sanctions and punishments.
7. To promote appropriate self-discipline this will lead to the development of the self-esteem and self-confidence necessary for individual growth and development.

Expectations

Code of Conduct

As members of De Lisle College we will act with courtesy and consideration. We know that it is our responsibility to be respectful and kind to others, to be ready to learn and to do all we can to be safe and keep others within our community safe.

- We make it easy for everyone to learn and for the teacher to teach.
- We speak politely to everyone.
- We are silent whenever we are required to be.
- We move quietly and sensibly about the College.
- We make the College a warm, welcoming, friendly place.

We know that the College's reputation depends on the way we behave.

College / Classroom and general expectations

- Correct College uniform should be worn correctly at all times including on home to College travel and to any parents consultation evenings to which students are invited.
- Everyone has a duty to make it easy for others to learn and for the teacher to teach.
- It is the responsibility of the teacher to organise the learning process, decide where students sit, and when/how students can leave the classroom.
- Any request from a teacher should be carried out right away and without argument.

Before college

- Behave sensibly on the way to College. If travelling on College buses make sure you have the correct bus pass, sit in seats at all times, wear seat belts where fitted and do not leave litter.
- Inappropriate behaviour may result in removal of bus pass for a short time or in serious cases, permanently.
- Arrive at school before 8.45 am (school gates open at 8.25 am)
- Go straight to your designated area for morning 'stand-up 'assemblies on arrival to school

Registration and Period 1

- Proceed immediately to your classrooms once you are dismissed from standing assembly where you will be registered at the start of period 1
- Sign in at the Attendance Office if arriving in College after period 1
- Produce an absence note for your form tutor from parent/guardian on the morning of return to College following an absence.
- Show your form tutor appointment cards for doctor, dentist, etc. before the event.

Start of a lesson

- Arrive on time to all lessons.
- Line up sensibly, quietly and in single file where possible.
- Enter sensibly when told.
- Go straight to your place.
- Stand behind your chair and wait for the teacher's greeting and respond politely or begin first learner activity as directed.
- Make sure you bring everything you need. (black or blue pen, red pen, pencil, ruler, scientific calculator, planner, exercise book, homework, and any special items required by individual subjects).
- Detentions are issued to students who are not organised and ready to learn.

During Lessons

- Stay in your seat, in the seating plan determined by the teacher.
- Listen to the teacher's instructions in silence.
- Follow instructions the first time.
- Raise your hand before answering or speaking (unless instructed otherwise).
- Present your written work with care. Follow the "P.R.I.D.E." code for presentation.

- Treat others and their work with respect.
- Look after the classroom and everything in it.
- Make a careful note of homework in your diary.
- Do your best both in class and with homework.
- We believe that students should complete any tasks reasonably assigned to them in connection to their education and sanctions may be used if this is not followed. If you need to leave your lesson, you must have permission from your class teacher, who must sign your planner (date and time).

End of lesson

- Stop working when asked to by your teacher.
- Stand behind your chair and wait for the teacher's dismissal and respond politely.
- Leave the room tidy.
- Leave row-by-row or table-by-table when told to do so by your teacher.
- Leave sensibly and quietly.

Moving about College

- Follow the keep left, single file, eyes forward system around the corridors.
- Carry your bag in a safe and sensible way.
- Move sensibly and quietly.
- Help by opening doors and letting people pass.
- Line up in single file outside rooms.

Clean and Tidy

- Put all litter into bins. It is a reasonable request for a teacher to ask a student to pick up any litter without refusal.
- No chewing gum is allowed in College.
- Keep walls and furnitureclean and unmarked.
- Look after classroom and corridor displays.
- Look after the College environment.
- Leave rooms tidy.

Visitors

- Visitors to College should be wearing a 'visitor – badge.'
- If you suspect someone does not belong to our College and is not an authorised visitor please report this to the nearest member of staff. (Do not approach them yourself)
- Be thoughtful and treat all visitors with respect.
- Ask if you can help them.
- Let visitors go through doors before you; hold the door open for adults.
- Listen quietly to visiting speakers and thank them for their work with you

Break

- Stay in the designated areas: do not leave the College site.
- Eat ONLY in designated areas and make sure all litter goes in the bin: no eating or drinking on corridors, stairways or landings.
- Use the toilet in your designated area.

Lunchtime

- Leave classrooms as soon as possible and go to dining halls or playground.
- Eat food in the dining halls or outside.
- Place all litter in the bins provided.
- Follow instructions from staff or prefects on duty.
- Towards the end of lunch break, a whistle will blow to indicate that you need to line up in the designated area. Ensure you do this as quickly and sensibly as possible.
- In the event of a wet day bell ringing (6 short rings) students go to their designated wet day area.

In the playground

- Students should only be in their designated area and:
- Play ball games in the correct areas.
- Play ball games safely.
- Allow other students to enjoy their own games.
- Allow PE lessons to take place without interruption.
- Avoid dangerous behaviour.
- Report students who make you or others feel unsafe.
- Report students who make you or others feel unhappy.
- Report students who are smoking or vaping.

End of the day

- Students will respond to collective worship in their tutor group and Celebration of the Word with their year group in a respectful manner.
- Students must not leave the lesson/be dismissed until the end of the day bell.

Mobile phones

- Students in Years 7 – 11 are not allowed to bring smart phones (or other devices that connect to the internet) into school and should not have a smart phone while on the way to and from school. Sixth Form students may bring smart phones to school, but are only permitted to use them in designated areas and at designated times.
- Students who are found to be in possession of a smart phone will have their phone confiscated until the end of the following working day at 3.30 pm. It will be returned to parents or to another adult nominated by the parents. The next working day after Friday is Monday. This means that phones confiscated on a Friday will not be returned to parents until the following Monday.
- Students may bring a Nokia style phone to school, in case they wish to contact their parents on their way to and from school. These phones must not be seen, heard or used during the school day otherwise they will be confiscated until the end of the day when the student will be able to collect their phone.
- If a member of staff on duty sees a student in possession of a smart phone outside the school gates before or at the end of the school day, it will be assumed that the student

would be or was in possession of the phone during the school day. The student's name will be taken down, and arrangements made for the student to be searched on the next school day.

- Whilst the school does not have a policy of randomly searching students, it reserves the right to search students who are believed to be in possession of a smart phone at school.

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/674416/ Searching_screening_and_confiscation.pdf

Searching, Screening and Confiscation

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 pupil and staff welfare is protected and helps schools establish an environment where everyone is safe. De Lisle College follows DFE guidance for searching, screening and confiscation.

The guidance can be found here.

The Headteacher and other authorised staff will seek to follow this guidance in the event that a student is believed to be in possession of a prohibited item.
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).
• vapes, tobacco, lighters and cigarette papers
• fireworks
• pornographic images
• smart phones
• any other item deemed to be thought of as a risk to the health and safety of students, members of staff and visitors

Parents/carers will be notified if the Headteacher authorises screening, searching and confiscation of their child and the Designated Safeguard lead will be alerted if the school believes that possession of prohibited items is deemed a safeguarding concern.
In the event that a student refuses to be screened and searched or fails to hand over prohibited items, school may deem this to be an admission of guilt and the sanctions will be applied at the discretion of the Headteacher. In the event that the Headteacher or authorised members of staff believe that any students, staff or visitors are in immediate danger, and the student refuses to hand over prohibited items the police and parents/carers will be notified. Staff will be sensitive to the potential for students to be victims of abuse or have sensory issues.

Physical interventions: For our policy on physical interventions please refer to the positive handling policy.

Vaping/cigarettes

It is illegal for anyone under the age of 18 to vape or smoke. Students found to be in possession of or seen to be vaping or smoking will face sanctions. In the first instance, the vape will be confiscated and students will be placed in the BIU (Behaviour Improvement Unit) for a day. If they are caught a second time, or the vape contains illegal or harmful substances, they will be subject to short term off-site direction at another school or suspended. Further indiscretions, and where students are found to be supplying, may lead to suspensions or other sanctions, at the Headteacher's discretion.

The buses

Students should:

- Not be allowed to leave lessons/study areas until the bell has rung for the end of the school day.
- Avoid running alongside the bus as it pulls into the lay by.
- Queue to get on to the bus without pushing.
- Have bus passes ready for checking.
- Follow staff instructions.
- Follow the driver's instructions:
    - Sit whilst the bus is moving
    - Remove bags from seats where students need to sit down
    - Wear seatbelts where fitted
    - Report any students who behave in a way which makes you or others feel unsafe or unhappy
    - Take your litter with you

In the event that a student's behaviour on the school bus is dangerous or continuously unacceptable, De Lisle and Robert's Coaches reserve the right to ban them from the school bus for a period of time, or permanently, should the need arise.

Outside College

- Students should be excellent ambassadors for the College at all times when wearing De Lisle uniform, keeping others safe and being respectful of members of the public and the school's rules.
- Respect road users and pedestrians and do not congregate in groups, which block other peoples' safe passage. Make sure no one has to step into the road to get past you.
- Be quiet and sensible; do not shout / do make sure no one has to step out onto a road to get past you.
- Stand back and let others pass.
- Go home straight away: You are not allowed to arrange to meet anyone who is not your parent/carer or who does not belong to our College. A student who encourages another student from another school to meet them by our premises may be sanctioned by isolation or other appropriate sanctions.

Rewards and Sanctions

House Points

When students follow the classroom plan and produce excellent work, they are praised and rewarded with house points. Class teachers should be giving 3 or 4 house points per lesson.

Students are rewarded for reaching a certain amount of house points with the following -;

25 - Bronze certificate and badge.
50 - Silver certificate and badge.
75 - Gold certificate, badge and pen.
100 - Platinum certificate, badge and reward voucher.
125 – 3 star certificate, badge and Headteacher recognition.

Golden Tickets are given to an outstanding student in each lesson.
Students may choose to enter their golden ticket for a weekly prize drawer, by putting their golden ticket in the Golden Postbox.

Students who demonstrate excellent behaviour, punctuality and attendance throughout the year will be invited to attend reward trips at the end of the Advent and Pentecost term.

Sanctions

When a student chooses not to follow the agreed school rules, they will receive a sanction. At all times the student will be encouraged to make a positive choice about their own behaviour. Sanctions for unacceptable behaviour are categorised by severity.

For low to mid-level incidents such as low level disruption, poor manners, failure to complete work, failure to follow instructions, sanctions may include:

- Verbal warning
- A change in the seating plan
- Negativebehaviour points
- After-school detention (30 minutes)
- HOY detention (60 minutes after school)
- SLT detention (90 minutes after school)
- Removal from specific lessons to Post 16 classes
- Behaviour Improvement Unit (BIU) lessons
- Watch list
- Any other sanction the Head Teacher deems appropriate

For mid to critical-level incidents such as persistent low to mid-level incidents, abusive language, persistent defiance, bullying, racism, homophobia, physical assault, sanctions

include:

- Negativebehaviour points
- After-school detention (30 minutes)
- HOY detention (60 minutes after school)
- SLT detention (90 minutes after school)
- BIU day
- Alternative timetable in Sixth Form lessons
- Isolation (Working outside Headteacher's office)
- Hosting at one of the Loughborough and North Charnwood Inclusion Partnership (LNCIP) schools
- Fixed term suspension
- Managed Move to one of the LNCIP schools
- Permanent remove to one of the LNCIP schools
- Programme management to the LNCIP.
- Permanent Exclusion
- Any other sanction the Head Teacher deems appropriate

Lunchtime detentions

Lunchtime detentions run from 12.05pm until 12.20pm (year 7, 9, 11) and 1.05pm to 1.15pm (year 8 and 10). Lunchtime detention is **solely for poor organisation i.e. forgetting equipment, planners or school books (this does not include failure to complete homework or not bringing their PE kit)**

After-school detentions cannot be exchanged for lunchtime detentions. If a student fails to attend a lunchtime detention, it will escalate to a 30 minute after school detention.
Students who persistently forget equipment, planners and schoolbooks may be put on after school detention.

Conduct Cards

Students are expected to conduct themselves in a safe manner at all times, arrive to their lessons on time and wear uniform correctly. Each student will be issued with a conduct card and members of staff will sign it if students do not meet the standards expected in terms of conduct in unstructured time, if they are not wearing uniform correctly and if they are late to class. If a student receives 4 signatures on their card, they will be issued with a 30 minute after school detention. If their second card accumulates four signatures, they will receive a 1 hour detention and if they accumulate four signatures on a third card, they will be issued with a SLT detention lasting 90 minutes. Escalated sanctions apply for subsequent cards and when a student is unable to produce a conduct card when asked, including time spent in the BIU and short term offsite direction to another school. Students who collect a conduct card from reception who have not had their most recent card signed four times by a staff member are liable to escalated sanctions.

Students with no signatures in a half term will be invited to a rewards assembly where they will receive a small prize and entry into a draw, with prize vouchers up to the value of £50.

Homework

Homework is a vital part of ensuring students consolidate and enhance their learning. Students and parents have access to the schools' homework setting system that will list any homework that has been set by their class teacher with clear instructions and deadlines for work to be handed in fully completed.
If a student fails to meet the first deadline, they will be given a warning and an extension. If a student fails to meet the second deadline, they will be issued with a homework detention which will run from 3.30pm to 4.30pm. Students who miss two homework deadlines in different subjects in the same week will stay until 5.00pm. Homework detentions take place on Tuesdays, Wednesdays and Thursdays and are staffed by teachers and support staff who will able to offer guidance to students.

In the event that a student fails to complete a different piece of homework in the same subject for the second time within the half term, they will not be given an extension and must sit a homework detention in order to catch up with what they have missed.

Watch list
Students will be placed on a Watch list by Head of Year (HOY) if they reach 5 negative points in a calendar month. Students will be interviewed by their HOY when they get to 4 negative points.
Once a student is on the Watch list they will receive a HOY detention if they get 1 negative point in a day and an SLT detention if they receive two or more negative points in a day.

Watch list 1 – Parents contacted by HOY to discuss student's conduct.
Watch list 2 – Parents meeting in college with HOY to discuss student's behaviour and strategies for improvement.
Watch list 3 – Parents meeting in college with SLT to discuss student's behaviour and strategies for improvement including alternative provision.
Watch list 4+ – Parents meeting in college with HT/DHT to strategies and possibility of alternative provision including manage move.

Prep time
During prep time students will be given to opportunity to attend extra-curricular provision such as clubs and interhouse fixtures/events.

- Students on the 'watch list' will not be entitled to attend extra-curricular activities.
- Students who receive a negative behaviour point in a day will not be entitled to attend extra-curricular activities on that day.
- Students with poor attendance (determined byeach Head of Year)will not be entitled to attend extra- curricular activities.

Graduated detention and sanction system

De Lisle runs a graduated detention and sanction system. Students are expected to learn from their mistakes and to change their behaviour. **Failure to complete a Senior Leadership Team afterschool detention (90 minutes) will lead to graduated sanctions such as time in the BIU, short term off-site direction (a day or days at a partner school) or a suspension at the discretion of the Headteacher.** All students who have been issued with a detention are informed of the type of detention, time, location and consequences of failing to complete it successfully.
All detentions will be logged on Arbor and will equate to a negative point for the student.

Examples of low level, mid-level and critical incidents:

Low level disruption/incidents	**Mid-level incidents**	**Critical incidents**
Talking at inappropriate times	Persistent low-level disruption	Using physical/ verbal aggression towards another student or member of staff
Poor manners	Refusal to hand over mobile phone	Bullying of another student
Poor uniform / no or incorrect PE kit	Refusal to follow instructions of the class/form teacher	Acting in a manner that endangers the health and safety of others or themselves
Mobile phone out	Continuous poor behaviour whilst on report	Supplying or possessing a banned substance
Leaving seat	Truancy/leaving school site	Carrying an offensive weapon
Lateness	Highly inappropriate language	Persisting in disrupting teachers teaching and students learning
Lack of work/effort	Smoking	Theft and damage to property
Inappropriate language	Persistent poor uniform	Bring the name of the college into disrepute in the local community
Failure to meet a deadline	Poor behaviour during a period of worship	Spitting
Homework not completed	Disrespectful to a member of staff	And any other incident deemed serious by the principal
Failure to follow instructions the first time	Inappropriate use of internet/social media	Racism
Poor uniform	Leaving site at lunch without card/permission	Homophobic behaviour

Staff will closely monitor students to make sure they are in correct uniform. They will give any students and families breaching the uniform policy the opportunity to comply and will follow up in accordance with the behaviour system if the issue is not resolved. If a student attends school dressed inappropriately, the school reserves the right to place the student in the BIU until the issue has been rectified and our expectations have been met, including inappropriate hair styles, unnatural hair colours, unnatural coloured braids, inappropriate nails (long, acrylic, false, biab, unnatural colours), and items of jewellery that are not permitted. Students are liable to sanction after leaving standing assembly and throughout the school day if their uniform is not worn correctly, in line with the conduct card system. Excellent uniform is rewarded as part of the Unsung Heroes praise assembly at the end of each half term.

PE kit sanctions

Students who do not bring the correct kit for PE lessons are sanctioned as follows.
This tally is re-set for each new activity block:
1st time: warning
2nd time: 30-minute after-school detention
3rd time: 60-minute after-school detention
4th time: 90-minute after-school detention

Communication with parents

Rewards are an essential aspect of our behaviour system. When students receive house points, they are logged on Arbor. Parents have instant access to their child's behaviour records through their Arbor accounts. They are able to monitor the awarding of house points as well as any sanctions incurred by their child. We encourage parents to reinforce expectations at school by discussing their behaviour profile on Arbor, and supplementing school-based rewards with additional rewards at home, where possible.

Whenever a student receives a detention, parents will be notified by e-mail and text as soon as the incident is logged on Arbor. Parents will be provided with the date and time for the detention and you will be able to access more information about why it was issued by logging on to your Arbor account. Students are reminded about their lunchtime detentions in standing assembly and after school detentions during lunchtime line up. It is important that the student associates the detention with their poor decision, reflects on their actions and makes more positive choices in future.

For more serious matters parents will be contacted by phone. The detention may be arranged for the same day or the next working day, allowing parents and students to adjust their travel arrangements, so that the student can get home after completing the detention. Same day detentions are not arranged unless a member of the pastoral team has spoken with a parent.

It is vital that detentions are completed the following day as this has the greatest impact on improving behaviours; parental support is greatly appreciated with this.

The college encourages an ongoing dialogue with parents about their children's behaviour. The college and parents work in partnership. Parents may request meetings with their children's head of year to discuss concerns; similarly, parents may be invited into school for a meeting, if the college has concerns. Meetings may be between parents and the head of year, the senior leader linked to the particular year group, a Deputy Headteacher, or for very serious matters, with the Headteacher.

When it becomes necessary to suspend a student, parents are always contacted by phone. They will subsequently receive a letter, outlining the reasons for the suspension and providing details of the appeals process. Following the suspension, the school will arrange a reintegration meeting, which parents and the student are expected to attend.

Sixth Form Conduct

Sixth Form students are expected to conduct themselves in a professional manner, acting as role models for our younger students.

Each student will be issued with a Sixth Form conduct card and members of staff will sign it if students do not meet the standards expected in terms of conduct during study periods and unstructured time. Students must ensure the following:

- That they arrive on time to school and all lessons,
- That they are wearing business dress appropriate for a school environment in line with the Sixth Form dress code.
- That they only use their phones / headphones in the Study Centre, the Ambrose Centre and the library and that devices are used appropriately for study during study periods.
- That their study time is used for focused study.
- That they demonstrate excellent conduct and manners.

Students will receive a signature on their card if they are not meeting the expectation. If a student receives 4 signatures on their card, they will be issued with a 30 minute after school detention. If their second card accumulates four signatures, they will receive a 1 hour detention and if they accumulate four signatures on a third card, they will be issued with an SLT detention lasting 90 minutes. Escalated sanctions apply for subsequent cards and when a student is unable to produce a conduct card when asked, including time spent in the BIU, the removal of the privilege to leave at 2.40pm on a Friday and / or suspension. Students who collect a conduct card from reception who have not had their most recent card signed four times by a staff member are liable to escalated sanctions.

Students with no signatures in a half term will be invited to a rewards assembly where they will receive a small prize and entry into a draw, with prize vouchers up to the value of £100.

Sixth Form Homework:

Sixth Form students will receive an immediate 30 minute detention for late or incomplete homework.

Missed detentions:

If a student misses a detention, they will be set a longer detention for the following week and will be required to work in the BIU during prep time on Friday.

Loss of privileges:
Where a student is not meeting our expectations, we reserve the right to remove the privilege of the student leaving the school site at lunchtime and / or leaving at 2.40pm on a Friday.