



<p style="text-align: center;"><b>Stage 2 - Serious</b></p>	<ul style="list-style-type: none"> <li>• Repeated stage 1 behaviour</li> <li>• Harmful/offensive name calling/swearing/rude gestures</li> <li>• Fighting in the classroom</li> <li>• Fighting in the playground</li> <li>• Intentional physical harm to others including biting, hitting, kicking and punching</li> <li>• Throwing dangerous objects</li> <li>• Vandalism/graffiti</li> <li>• Stealing</li> <li>• Bullying including racial abuse.</li> <li>• Running out of the school</li> <li>• Deliberate rudeness to adults</li> <li>• Verbal or physical abuse to any member of staff</li> </ul>	<ul style="list-style-type: none"> <li>• Head of Year/ Designated Safeguarding Leaders</li> </ul>	<ul style="list-style-type: none"> <li>• Time out within class and an opportunity to make the right choice.</li> <li>• Complete reflection activity and verbal or written apology during break/lunch time</li> <li>• Immediate break/lunchtime exclusion until an investigation is complete.</li> <li>• Following an investigation the school can invoke an internal exclusion or an exclusion.</li> <li>• Internal Exclusion: The child to work in isolation under the supervision of a SMT, between 1-3 days, agreed by HT.</li> </ul>	<ul style="list-style-type: none"> <li>• DSL informed who conducts child interviews and notes to be recorded. Behaviour log updated.</li> <li>• When there are injuries a DSL will complete body maps on pupils involved and ensure that first aid attention is received. Parents informed immediately if pupil is injured.</li> <li>• Parents informed of incident and sanction via telephone or in person by a member of SMT.</li> <li>• Behaviour contract meeting with parents and SMT member in the event of injury or risk of reoccurrence. Referrals to other agencies including SENCO, LIFT and Early Help if appropriate.</li> <li>• Restore and repair – victim and perpetrator</li> <li>• Formal letter written to parents by Headteacher to inform them of an Internal exclusion which may be between 1-3 days according to the severity of the incident.</li> <li>• Reintegration meeting with pupil and parents following an internal or external exclusion.</li> </ul>
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<b>Stage 2</b>	<ul style="list-style-type: none"> <li>Misuse of technologies.</li> </ul> <p>Includes cyber bullying, inappropriate messaging, or photo sharing</p>	<ul style="list-style-type: none"> <li>Family Learning Manger/Family Liaison Officer or Designation Safeguarding Leader</li> </ul>	<ul style="list-style-type: none"> <li>Break and lunchtime exclusion</li> <li>Device to be confiscated and handed to parent at the end of the school day</li> </ul>	<ul style="list-style-type: none"> <li>Parents to be contacted and content to be removed</li> <li>Any inappropriate or potentially illegal material, parents to be advised to report it to Child Exploitation and Online Protection Centre (CEOP)</li> </ul>
<b>Stage 3 - Extremely Serious</b>	<ul style="list-style-type: none"> <li>Repeated stage 2 behaviour</li> <li>One off incident of an extremely serious nature – ie. Extreme physical harm to a child/member of staff</li> <li>Breach of Behaviour Contract</li> </ul>	<ul style="list-style-type: none"> <li>Head teacher/Deputy Head teacher/Chair of Governors</li> </ul>	<ul style="list-style-type: none"> <li>Immediate internal exclusion or fixed term exclusion, of one day or more according to the severity of the incident</li> <li>Refer to exclusion policy and appoint 3 SMT staff to fully investigate and agree actions</li> <li>Move to exclusion policy</li> </ul>	<ul style="list-style-type: none"> <li>Involvement with HT/DHT and Chair of Governor</li> <li>Conduct child interview</li> <li>Meeting with parents</li> <li>Follow exclusion policy</li> </ul>

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**Family Learning Manager, September 2018**