



Positive Behaviour Policy Summary

Our School Mission Statement:
“Together Inspiring Generations

Our Mission

We aim to provide a **quality education** rooted in **Catholic values**, where every student is **respected, valued, and supported**. We believe in nurturing the whole person – academically, socially, and emotionally – so every child can thrive.

What We Believe

- Every student has the **right to learn in a safe, caring environment**.
- Positive behaviour helps everyone succeed and feel included.
- Respect for yourself and others is at the heart of our school community.

Our Approach

- **Nurture and Wellbeing:** We use the **Six Principles of Nurture** to build resilience, positive relationships, and emotional wellbeing.
- **Social and Emotional Learning:** Teachers and staff model good behaviour and provide opportunities for pupils to practise these skills.
- **Student Voice:** Your opinions matter! We listen and act on pupil feedback.

Our Aims

- Create a calm, caring school where teachers teach and pupils learn.
- Promote **self-discipline**, respect, and responsibility.
- Ensure pupils feel safe and supported to share concerns.
- Recognise and respect everyone's rights.

Student Rights and Responsibilities

- **Rights:** To be safe, respected, and heard.
- **Responsibilities:** To treat others with kindness, follow school rules, and contribute positively to our community.

Why Positive Behaviour Matters

- Helps each student achieve their best.
- Allows all students to learn in the classroom.
- Builds confidence and friendships.
- Makes school a happy and safe place for everyone.

Linked Policies

This policy works alongside **Anti-Bullying, Child Protection, Pastoral Care, SEND, Online Safety**, and other key policies.

Uniform / Dress Code of Conduct

At **St Patrick's College**, students should follow our **Code of Conduct** at all times and present themselves with pride.

- Complete school uniform must be worn every day.
- Blazer and jumper must be brought to school daily and worn on journeys to and from school.
- Blazer is compulsory for all events inside and outside school.
- School scarves only outdoors.

Female Students	Male Students
<p>Uniform</p> <ul style="list-style-type: none"> • School skirts must be knee-length and not altered. <p>Jewellery</p> <ul style="list-style-type: none"> • One wristwatch and one pair of small stud earrings (gold, silver, or diamante) in the ear lobe only. • No facial jewellery (retainers allowed). <p>Hairstyle</p> <ul style="list-style-type: none"> • Hair must be plain and natural in colour. <p>Make-Up</p> <ul style="list-style-type: none"> • Years 8–10: No make-up. • Years 11–Post-16: Light foundation only. No eye shadow, thick eyeliner, mascara, false lashes. Nails: clear or French polish only. <p>Shoes</p> <ul style="list-style-type: none"> • Plain, flat, black leather shoes. No trainers or boots. <p>PE Uniform</p> <ul style="list-style-type: none"> • School PE shirt and shorts. 	<p>Uniform</p> <ul style="list-style-type: none"> • Trousers must be regular fit (not skinny). • Black belt only. • Black socks only <p>Jewellery</p> <ul style="list-style-type: none"> • One wristwatch and one small stud earring. • No facial jewellery (retainers allowed). <p>Hairstyle/Facial Hair</p> <ul style="list-style-type: none"> • Hair must be plain and natural in colour. • No shaved heads below grade 1. • Must be clean-shaven (no moustache or beard). <p>Shoes</p> <ul style="list-style-type: none"> • Plain, flat, black leather shoes. No trainers or boots. <p>PE Uniform</p> <ul style="list-style-type: none"> • School PE shirt and shorts.

Any student who does not present with correct uniform may be loaned the item (if available) and must hand over their mobile phone until they return the item at the end of the day.

Pupils who fail to adhere to the policy will not attend class.

Rewards and Prevention Strategies

Rewards

At St Patrick's College, we use a **reward system** to encourage positive behaviour, self-discipline, and high standards. This helps build confidence and motivation.

How it works:

- **Merit System** for Years 8–14 recorded on SIMS.
- Merits awarded for:
 - Good behaviour
 - Hard work and improvement
 - Extra-curricular involvement
- Achievements displayed on noticeboards and celebrated in assemblies.
- Certificates sent to parents via Parent App at **4, 6, 8, 10, 12 merits**.
- At **30+ merits**, students receive recognition from the Senior Leadership Team.

Rewards & House Competitions

We celebrate positive behaviour in a formal and structured way.

Pupils from Years Eight to Year Fourteen are eligible for nomination for these awards which are presented by the Form Teacher, Head of Year and Head of School at Achievement Assemblies to encourage a culture of positive behaviour.

- Student of the Month
- Most Merited Class
- Most Improved Student
- Top Attending Class
- Non Academic Awards

Prevention Strategies

We focus on **preventing issues before they happen**. Staff use strategies to keep classrooms calm and positive:

- Counselling and mentoring
- Building strong relationships
- Praise and positive reinforcement
- Target setting and plans
- Parent meetings and partnership
- Nurture programmes
- Restorative meetings
- Active learning and earned free time
- Good news cards/emails home
- Time-out cards and cooling-off strategies
- Working with external agencies when needed

Routes Of Referral, Support and Sanctions

- A referral and support system operates in Saint Patrick's College to deal with behaviour in school.
- Our approach to behaviour is preventative, restorative and remedial.

A Parent's Guide

In Saint Patrick's College we believe that the fostering of trust and good relationships with the Parents / Guardians of our pupils is very important. A close partnership between home and school should help ensure that all our young people learn and develop to their full potential in a caring, supportive and safe environment. Good communication is essential if we are to achieve this.

Escalation of Concerns

If you have a concern regarding your child, please follow this order of contact:

1. **Subject Teacher**
2. **Form Teacher**
3. **Head of Year**
4. **Head of School**
5. **Principal / Vice Principal**
6. **Board of Governors**

We would also encourage you to attend our yearly Parent / Teacher Meetings. In turn, members of staff are encouraged to keep Parents / Guardians fully informed regarding pupil's progress and development and parents inform relative staff regarding any concerns they may have.

Parents/Guardians agree that they will do all they can to enable the school to deliver a quality education that develops every child's personality, talents and abilities to the full.

1. Ensure that students always arrive at school punctually, dressed in full school uniform and equipped with the appropriate books and equipment required for all lessons.
2. Notify the school by 8.30am if their child will be absent and follow this up with a note on the student's first day of return to school /or note the reason on the school app.
3. Sign the student's homework diary on a weekly basis.
4. Check that students complete all homework/coursework on time and to the best of their ability.
5. Ensure that the students understand that loss or damage to school equipment and property caused by them is their responsibility and must be paid for or replaced.
6. Remind the students to keep their mobile phones switched off in the school and to use the school office phone if necessary to contact parents/carers during the school day
7. Attend all annual meetings to discuss their child's progress.
8. Inform the school of any concerns that they may be affecting their child's progress or behaviour.
9. Co-operate fully with the school and outside agencies when their child has been identified as having additional needs e.g. special educational or behavioural needs or problems at home / in school.
10. Take no holidays during term time; all absence from school has a detrimental effect on a pupil's learning.
11. Be aware of and support current school policies and ensure that all school documentation requiring a parental response is returned promptly.

This leaflet is intended as a summary. A more detailed policy is available on request

POSITIVE BEHAVIOUR MANAGEMENT: BEHAVIOUR AND CONSEQUENCES 2025/2026

Mild	Moderate	Serious	Very Serious
<p>Teacher keeps own notes, addresses pupil regarding the following – Note of concern (0 point).</p> <p>1 X missed homework / coursework deadline.</p> <p>1 X forgotten book / equipment.</p> <p>Swearing in class (not directed to Teacher/staff)</p> <p>Eating / Drinking in class / Chewing gum in class</p> <p>Taking in fizzy drinks / unhealthy foods – confiscated and not returned</p> <p>Uniform Breach</p> <p>Distraction in class</p> <p>Poor quality of work</p> <p>Late to lesson</p> <p>Follow up-</p> <ul style="list-style-type: none"> Teacher addresses the issue within the classroom setting with the student 1-1 A note of concern (0 point) may be added to SIMS / Homework Diary for parent information. 	<p>FT/HOY/HOD to offer support for student -</p> <p>No Homework / coursework deadlines X 2 (one SIMS to be recorded only)</p> <p>Inappropriate behaviour during assessments</p> <p>Cursing at a peer - Apology to be given/ restorative meeting to be held</p> <p>Persistent low-level disruption / distraction of learning in classroom</p> <p>Persistent uniform breach including piercings.</p> <p>Repeated taking in fizzy drinks / unhealthy foods to school – confiscated and not returned</p> <p>Out of bounds during unstructured time</p> <p>Misuse of equipment</p> <p>Follow up-</p> <p>FOUR FT will interview the student. FT complete 4 demerit Letter template and HOY will co-sign letter. Letter issued via parent app.</p> <p>SIX FT to alert parent by Phone call.</p> <p>EIGHT FT Parent Teacher Meeting with student and parents/guardians and HOY.</p> <p>TEN HOY will interview the student. HOY complete 10 demerit Letter template.</p> <p>FOURTEEN HOY Parent Teacher Meeting with student and parents/guardians and HOS.</p> <p>SIXTEEN HOY will interview student and student will be placed on Target Plan by HOY (monitored daily). Parents informed via Phone call.</p>	<p>HOY-HOS to offer support for student</p> <p>Persistent missed homework / coursework deadlines</p> <p>Smoking / Vaping</p> <p>Disrespect to a staff member</p> <p>Cursing about a staff member</p> <p>Traucancy (Class / Part of Day / Full Day)</p> <p>Deliberate disruption of learning and teaching</p> <p>Bullying type behaviours among peers (online / verbal / written / omission)</p> <p>Physical altercation</p> <p>Inappropriate sharing on social media of text, video or pictures of school events / staff</p> <p>Persistent health and safety risk / Out of bounds during unstructured time</p> <p>Persistent taking in of fizzy drinks and refusal to hand over any item for confiscation</p> <p>Selling contraband items in school</p> <p>Deliberate breach of hairstyle</p> <p>Use of a Lazer pen</p> <p>Vandalism / Damage to school property</p> <p>Follow up-</p> <p>EIGHTEEN</p> <p>HOS will interview the student. HOS complete 18 demerit Letter template. Other interventions as required.</p> <p>TWENTY</p> <p>HOS Parent Teacher Meeting with student and parents/guardians and VP. Referrals- External Agencies/Internal Withdrawal/Adjusted Timetable if required (discussion with HOY /HOS /SLT) Other interventions as required.</p>	<p>HOS/VP/Principal to offer support for student</p> <p>Physical assault</p> <p>Alcohol / Drug use</p> <p>Persistent disrespect to staff member/s</p> <p>Deliberate setting off fire alarm / fire extinguishers.</p> <p>Repeated Bullying</p> <p>Racist Behaviour</p> <p>Inappropriate personal conduct</p> <p>Cursing at a member of staff</p> <p>Theft of property in school</p> <p>Continued refusal to hand over any confiscated item</p> <p>Theft whilst in school uniform</p> <p>Repeated selling of contraband items in school</p> <p>External Exam malpractice</p> <p>Teacher uses professional judgement and knowledge of circumstances.</p> <p>Follow up-</p> <p>TWENTY-TWO Vice Principal/s to interview student and liaise with parents via Phone Call and other interventions / external agencies as required.</p> <p>TWENTY-FOUR Vice Principal/s to interview student and liaise with parents via Parent Teacher Meeting and other interventions / external agencies as required.</p> <p>TWENTY-SIX Referral to Principal and liaise with parents via Phone Call / Parent Teacher Meeting. Withdrawal. Referral to external agencies if required / other interventions as required.</p>

This list is not exhaustive – nor are the sanctions identified – each case will be dealt with in consideration of the individual circumstances and the issues surrounding it.

Positive Behaviour Management Policy

2025 - 2026



Achievements	Referrals	Lates	Attendance
<p>FOUR</p> <ul style="list-style-type: none"> FT will send Certificate to student/parent via Parent app. <p>EIGHT</p> <ul style="list-style-type: none"> FT will send Letter to the student/parent via Parent app. <p>TEN</p> <ul style="list-style-type: none"> HOY will send Certificate to student/parent via Parent app. Merit Voucher <p>FOURTEEN</p> <ul style="list-style-type: none"> HOY will send Letter to the student/parent via Parent app. <p>EIGHTEEN</p> <ul style="list-style-type: none"> HOS will send Certificate to student/parent via Parent app. <p>TWENTY</p> <ul style="list-style-type: none"> Merit Voucher <p>THIRTY</p> <ul style="list-style-type: none"> Merit Voucher <p>FORTY</p> <ul style="list-style-type: none"> Merit Voucher <p>FIFTY</p> <ul style="list-style-type: none"> Merit Voucher <p>THIRTY +</p> <ul style="list-style-type: none"> Prize-giving Award - for all students achieving 30 or more merits 	<p>FOUR</p> <ul style="list-style-type: none"> FT will Interview the student and record interview notes in Duplicate Pastoral book. Provide HOY with a copy of notes. FT complete 4 demerit Letter template. HOY will co-sign letter. Letter issued via parent app. <p>SIX</p> <ul style="list-style-type: none"> FT to alert parent by Phone call and record Phone call notes in Duplicate Pastoral book. Provide HOY with copy of notes. <p>EIGHT</p> <ul style="list-style-type: none"> FT Parent Teacher Meeting with student and parents/guardians and HOY. Record PTM notes in Duplicate Pastoral book. Provide HOY with copy of notes. <p>TEN</p> <ul style="list-style-type: none"> HOY will Interview the student and record interview notes in Duplicate Pastoral book. Provide HOS with a copy of notes. HOY complete 10 demerit Letter template. HOS will co-sign letter. Letter sent via the parent app. <p>FOURTEEN</p> <ul style="list-style-type: none"> HOY Parent Teacher Meeting with student and parents/guardians and HOS. Record PTM notes in Duplicate Pastoral book. Provide HOS with copy of notes. <p>SIXTEEN</p> <ul style="list-style-type: none"> HOY will Interview student and Student will be placed on Target Plan by HOY (monitored daily). Parents informed via Phone call. <p>EIGHTEEN</p> <ul style="list-style-type: none"> HOS will Interview the student and record interview notes in Duplicate Pastoral book. Provide VP with a copy of notes. HOS complete 18 demerit Letter template. VP will co-sign letter. Letter sent via the parent app. <p>TWENTY</p> <ul style="list-style-type: none"> HOS Parent Teacher Meeting with student and parents/guardians and VP. Record PTM notes in Duplicate Pastoral book. Provide VP with copy of notes. External Agencies/Internal withdrawal/adjusted timetable if required (discussion with HOY/HOS/SLT) <p>TWENTY-TWO</p> <ul style="list-style-type: none"> Vice Principal/s to Interview student and liaise with parents via Phone Call and other interventions/external agencies as required. <p>TWENTY-FOUR</p> <ul style="list-style-type: none"> Vice Principal/s to Interview student and liaise with parents via Parent Teacher Meeting and other interventions/external agencies as required. <p>TWENTY-SIX</p> <ul style="list-style-type: none"> Referral to Principal and liaise with parents via Phone Call / Parent Teacher Meeting. Withdrawal. Referral to external agencies of required / other interventions as required. 	<p>Daily punctuality phone calls made by office staff and weekly records sent to FT.</p> <p>FOUR</p> <ul style="list-style-type: none"> FT will Interview the student and record notes in Duplicate Pastoral book. FT alert parent by Phone Call. Provide HOY with a copy of notes. <p>EIGHT</p> <ul style="list-style-type: none"> FT Parent Teacher Meeting with student and parents. Record notes in Duplicate Pastoral book. Provide HOY with copy of notes. <p>FOURTEEN</p> <ul style="list-style-type: none"> HOY will Interview Student and alert parent by Phone Call. Record student interview and parent phone call notes in Duplicate Pastoral book. Provide HOS with copy of notes. <p>EIGHTEEN</p> <ul style="list-style-type: none"> HOY Parent Teacher Meeting with student and parents. Record PTM notes in Duplicate Pastoral book. Provide HOS with copy of notes. <p>TWENTY-TWO</p> <ul style="list-style-type: none"> HOS request EWO Intervention Advice. HOS Parent Teacher Meeting. Record notes in Duplicate Pastoral Book and provide VP with copy of notes. <p>TWENTY-EIGHT</p> <ul style="list-style-type: none"> VP/Principal will interview student and discuss with parent. 	<p>All absences notes collected by FT daily. FT should update absence codes on SIMS. Parents can notify of absences via the app/phone – office staff will update absence codes.</p> <p>FT to make contact home on the third consecutive day of absence or when a pattern of non-attendance emerges. It is the FTs responsibility to monitor attendance on a weekly basis and refer concerns re absence to HOY/HOS.</p> <p>90 – 94% FT will:</p> <ul style="list-style-type: none"> Interview the student. Collect absence notes and forward to office staff for filing. Record reasons for absences into Duplicate Pastoral book. Change codes on Sims Provide HOY with a copy of Duplicate Pastoral notes. <p>85 – 90% HOY will:</p> <ul style="list-style-type: none"> Interview the student. Record reasons for absences into Duplicate Pastoral book. Provide HOS with a copy of Duplicate Pastoral notes. Send Attendance Letter Monthly. <p>BELOW 85% HOS will:</p> <ul style="list-style-type: none"> Interview the student. Record reasons for absences into Duplicate Pastoral book Provide VP with a copy of Duplicate Pastoral notes. Send Attendance Letter to parents. EWO Referral made.



REWARDS AND PREVENTION STRATEGIES



REWARDS

At St Patrick's College, we celebrate positive behaviour, self-discipline, and high standards to help you grow in confidence and motivation.

How it works:

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- Achievements displayed on noticeboards and celebrated in assemblies,
- Certificates sent to parents via Parent App. at 4, 6, 10, 12, 12 merits.
- At 30+ merits, you'll receive special recognition from the Senior Leadership Team.



PREVENTION STRATEGIES

We aim to prevent issues before they happen by keeping classrooms calm and positive:

- Counselling and mentoring
- Building strong relationships
- Praise and positive reinforcement
- Target setting and plans
- Parent meetings and partnership
- Nurture programmes
- Restorative meetings
- Active learning and earned free time
- Good news cards/emails home
- Time-out cards and cooling-off strategies
- Working with external agencies when needed

Be your best – every day counts!

If you have questions, speak to your Form Teacher or Year Head.

Escalation Path for Concerns



If students or parents have a concern, please follow this order of contact:

