

Behaviour Policy

The Bishop of Winchester Academy



Sapere Aude

Policy Control Table	
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Author/s: Name, Code, Role	Simmons Lewendon, SLE, Deputy Vice Principal,
Link Trustee, if any	MOS
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A review or ratification/approval date is not a sunset clause.

The policy remains in place until such time as it has been reviewed, re-ratified/approved or superseded by updated relevant statutory guidance.

Policy History			
V	Date	Author	Revision Summary
2	Nov 24	SLE	Reformatted, addition of numbered sections. 6: Attendance Expectations: addition of time lates become registered; use of message service, reference to attendance policy; inclusion of the Phoenix. Staff will ensure uniform is worn correctly. Student Expectations – late registers noted in minutes; commencement of 'Do Now'; phone confiscation for one week and referral to ALT for non-compliance. 7.4: Addition of context for 'Do Now'. 11: Addition of '...who bring, or are in possession of, offensive...'. 12: Searches; addition of smoking paraphernalia; note of search added to the MIS.
3	Oct 2025	SLE	Page 4, section 2: added Bill details Page 4, section 2.5, removed paragraph mark in middle of sentence, which renumbered points Page 5, under 'To achieve these aims', text added Page 6, section 4, 'and break' added Page 7, section 6, added 'line', changed number Page 7, section 7.1 (ii) changed text Page 8, section 'It is an expectation...', text changes to vii, viii, ix, and xii. Page 9, text changes to v and vii. Page 10, text changes to 10.2 Page 10, text change to 11.2

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1. Vision

Live life to the full

All The Bishop of Winchester Academy (“TBOWA” or “Academy”) policies exist to support the Christian ethos, vision and values that are embedded in the day-to-day and long-term running of the Academy. Each policy evidences the commitment of the Sponsors to the principles and values of honesty, respect, hospitality, compassion, love, forgiveness, self-discipline, creativity and hope.

2. Introduction

As a Church of England Academy, the Bishop of Winchester Academy supports the Christian ethos and school values outlined above. All students should be provided with the opportunity and the support to learn, enabling them to achieve their full potential, and to receive reward and recognition for success and effort.

Outstanding behaviour, effective discipline and a safe and orderly environment are key if our young people are to feel safe, happy, motivated and able to learn. Parental involvement is expected, welcomed and encouraged in supporting the aims of the behaviour policy. Where teachers, parents/carers and students all understand and support the Academy behaviour policy and uphold their respective responsibilities in lending their support to it, our students can thrive and be successful.

3. Rationale

- 3.1 Contributes to the development of young people and the community through all Academy activities, identifying those qualities and actions that will enable us to realise our collective aspirations.
- 3.2 Sets out the expectations of behaviour at The Bishop of Winchester Academy to ensure that all students and staff are safe and able to thrive in a positive learning environment in keeping with our core aims and values of High Expectations – No Excuses.
- 3.3 Enables teachers to comply with teaching and learning standards set out by the DFE, which states that all staff have a responsibility to: promote good behaviour, self-discipline and respect, prevent bullying and create positive and effective learning environments.
- 3.4 Should be read in conjunction with the Academy Reward Policy, Uniform Policy and Anti- Bullying Policy.
- 3.5 Has been developed in keeping with the following legislation and guidance for schools in relation to behaviour, safety and welfare:
 - Education Act 1996
 - School Standards and Framework Act 1998
 - Education Act 2002
 - Education and Inspections Act 2006
 - Education Act 2011
 - Behaviour in schools: advice for headteachers and school staff – DfE February 2024
 - Children’s Wellbeing and Schools Act 2024–25; not passed yet, looks like 2027 now
 - <https://www.gov.uk/government/publications/school-uniform>
 - <https://www.gov.uk/government/publications/searching-screening-and-confiscation>
 - Behaviour in schools: advice for the headteachers and school staff (DFE Feb 2024)
- 3.6 Acknowledges the Academy’s legal duties under the Equality Act 2010, in respect of safeguarding and in respect of students with special educational needs (SEND).

4. Objectives

- 4.1 Create a positive and purposeful environment of praise, reward, celebration and encouragement, ensuring High Expectations – No Excuses.
- 4.2 Provide a safe, secure environment where all members of the community can flourish, thrive, feel a sense of belonging and fulfil their potential.
- 4.3 Maximise the life chances of all our students, promoting the opportunity to live life to the full.
- 4.4 Ensure that each student can access, contribute to and benefit fully from all learning opportunities, demonstrating they have the courage to be wise.
- 4.5 Promote self-discipline, regard for authority and a fair, safe learning environment for all.
- 4.6 Ensure that appropriate behaviour is a thread that runs through activities and departments across the Academy and that all staff are aware of the behaviour and reward systems.
- 4.7 Monitor and provide information regarding behaviour incidents, action and impact based on data.
- 4.8 Monitor, challenge, record and address effectively and appropriately any incidents arising.
- 4.9 Keep abreast of new legislation and guidance in relation to behaviour and discipline.

5. Procedures

To achieve these objectives, we will:

- 5.1 Ensure that the wider academy curriculum makes explicit and implicit provision to promote and celebrate positive behaviour and reward.
- 5.2 Ensure that the emotional and physical health and safety of students and staff is prioritised and protected.
- 5.3 Provide students a with opportunities to take on leadership roles and to recognise and feel part of the Academy e.g. roles of Prefects, representing the Academy in competitions and sports events, and acting as hosts at parents' evenings and other events, and student ambassadors.
- 5.4 Employ systems to maintain a high standard of behaviour and respect for others throughout the Academy.
- 5.5 Provide analysis of behaviour to ensure all students are being well supported to be able to conform to the Academy's ethos and expectations.
- 5.6 Ensure that any incidents of discrimination / unacceptable behaviour are recorded, monitored and addressed appropriately – information will be reported to other stakeholders where appropriate, and Academy processes followed.
- 5.7 Encourage a positive relationship with parents/carers ensuring that all are aware of expectations which are detailed in the Academy / Home Partnership Agreement and signed by all parties.
- 5.8 Engage parents at every opportunity in a timely manner, so that both staff and parents/carers can work together to support students in behaving appropriately and in a way that does not impact on achievement or safety.
- 5.9 Ensure that all stakeholders and members of the community are consulted on the development, review, evaluation and impact of relevant behaviour improvement plans, procedures and policies.

6. Expectations

It is imperative that all stakeholders are aware of, understand and subscribe to the expectations below, and that all parties work in a mutually supportive manner to ensure successful outcomes. For further information, please see the Department of Children, Schools and Families (DCSF) parent/carer guidance booklet 'Working together for good behaviour in schools'.

6.1 Students

At all times, students will:

- 6.1.1 Always behave appropriately and respectfully towards all members of the community and act with courteous and considerate behaviour which promotes a positive learning environment.
- 6.1.2 Take responsibility for their own actions when they have failed to behave appropriately, and work positively with Academy staff to engage with strategies that may be put into place to support them in improving behaviour for learning.
- 6.1.3 Follow instructions from staff.
- 6.1.4 Follow the Uniform Policy. In line with government guidance (<https://www.gov.uk/school-uniform>), students must wear the regulation uniform correctly at all times whilst in the buildings (trainers used for sporting activities at break times must be changed prior to re-entering the building). Students may be asked to make immediate minor adjustments to incorrect uniform. To uphold the high standards of appearance throughout the Academy day, students breaching the uniform policy will be issued with 'U' on their Community Card.
- 6.1.5 Represent the Academy in a positive manner within the community and on school trips. Students are expected to behave in an outstanding manner whilst in Academy uniform on their journeys to and from the Academy. Behaviour that affects the safety and well-being of students or tarnishes the outstanding reputation of the Academy will be dealt with appropriately.
- 6.1.6 Ensure that mobile phones/devices (including smart watches) are not brought on to the Academy site (please refer to the Uniform Policy). Failure to comply with the Academy expectations on mobile devices will result in the device being confiscated for a week. Students will be sent to the Behaviour team to hand the device over and then return to lesson. Refusal will result in a referral to the RESET rooms until the device is handed over.

In the classroom, students will:

- 6.1.7 Arrive promptly for the beginning of each lesson. If there has been an unavoidable delay, this must be supported with a note from the member of staff with whom they have been talking/meeting. To uphold the high expectations of punctuality throughout the Academy, students will be recorded as late on the register, along with the number of minutes they are late.
- 6.1.8 Arrive at each lesson with the expected equipment – as listed in the Academy planner, plus any specific equipment required for a particular subject (PE/Food, etc.) and be ready to learn. To uphold the high expectations and no excuses of equipment throughout the Academy, students who do not comply will be recorded on the Management Information System (MIS).
- 6.1.9 Take their seat quickly after entering the classroom, according to the seating plan, which is non-negotiable, and ensure the Strong Start protocol is followed.
- 6.1.10 Show care and respect for other people and their property, and leave the classroom in a clean, safe condition for those who follow. In cases of criminal damage, the cost will be passed on to the

parents/carers.

6.2 Parents/carers

Parents/carers will:

- 6.2.1 Work together with the Academy as it develops a safe and effective learning environment through its Behaviour Policy, ensuring that their child's behaviour is their best and to be celebrated; that their child arrives punctually and is ready to learn.
- 6.2.2 Support the Academy's Behaviour Policy and sign the Academy's Academy / Home Partnership Agreement.
- 6.2.3 Treat staff with respect. We will not tolerate the verbal abuse of staff, and such cases will be treated in a serious and swift manner.

6.3 Teaching staff

Securing good behaviour is central to learning and teaching. High expectations of both teachers and learners will promote improved behaviour, whilst improved behaviour will promote and support effective learning.

Good teaching and learning will:

- 6.3.1 Promote engagement of students
- 6.3.2 Provide every individual with the opportunity to achieve mastery
- 6.3.3 Enable students to understand the nature of learning
- 6.3.4 Enable students increasingly to recognise and take responsibility for the development of their own learning through engaging with learning activities and reducing the chances of disruptive behaviours.

Teaching staff will:

- 6.3.5 Be a role model for students and treat all other staff and students with respect in keeping with the values of the Academy.
- 6.3.6 Be vigilant in all areas of the Academy in relation to any type of poor behaviour, harassment and bullying and ensure that appropriate and fair action is taken in relation to any incidents.
- 6.3.7 Be ready to welcome students at the door to the classroom on arrival (where possible) and offer words of praise and encouragement as they leave. The presence of staff at the classroom door enables staff to adopt a monitoring role as students move past their respective classrooms – all students enter the classroom calmly and sensibly, in correct uniform, placing the right equipment on their desk and completing the 'Do Now' activity.
- 6.3.8 Be aware of the individual needs of students as described in the inclusion register.
- 6.3.9 Construct and follow a seating plan for each class.
- 6.3.10 Plan lessons with due regard for the different dispositions, abilities and needs of all students.
- 6.3.11 Create a stimulating, purposeful learning environment.
- 6.3.12 Clearly identify, share and review the learning question for each lesson.
- 6.3.13 Recognise, value and reward effort and achievement in accordance with the Academy rewards.
- 6.3.14 Offer feedback and targets for improvement (using WWW & EBW), in line with Academy expectations,

giving time for students to respond to this feedback.

- 6.3.15 Address any negative behaviour that reduces the opportunity for all students to achieve their potential by utilising the Choice, Chance, Consequence system and the Academy Behaviour system.
- 6.3.16 Follow processes identified through the Culture for Learning booklet in a consistent manner.
- 6.3.17 Share with parents/carers any successes or concerns relating to their child's behaviour/progress at the Academy.
- 6.3.18 Log, on the management information system database, positive events and on the RESET form, negative events noting, as appropriate details of the subsequent actions taken, including communication with home.
- 6.3.19 Take appropriate action in response to incidents arising and record all incidents on the Academy's management information system.
- 6.3.20 Be consistent in the application of this policy and feed back to the senior leadership team any relevant points regarding the effectiveness of this policy or behaviour management procedures.

7. Recording and reporting of Incidents

- 7.1 Incidents of students' inappropriate conduct and any action taken are recorded electronically on the academy's management information system.
- 7.2 The Behaviour Team and Head of Year monitor reported incidents, taking appropriate action and making referrals to ALT and other staff/bodies as appropriate.

8. Bullying/racial/homophobic/hate incidents and child-on-child abuse

- 8.1 Incidents of a bullying, racial or homophobic nature, along with child-on-child abuse will be recorded and monitored separately in keeping with the 2010 Equality Act. Appropriate action will be taken to support both the victim and the perpetrator, and such incidents will be reported as appropriate.
- 8.2 Refer to our separate Anti-bullying Policy and our Child Protection & Safeguarding Policy.

9. Misuse of substances

- 9.1 The Academy is committed to the health and safety of its stakeholders and will make every effort to safeguard their well-being.
- 9.2 A drug is any substance which affects the way in which the body functions physically, emotionally or mentally. It includes legally available substances such as alcohol, tobacco, caffeine and solvents, over the counter and prescribed medicines, e-cigarettes, vapes and illegal drugs.
- 9.3 The Academy will search students when there is reasonable justification to suspect that they are in possession of a harmful or controlled item or substance, whether legal or illegal. If the Academy finds any illegal substances, these will, where appropriate, be handed over to the police.
- 9.4 The Academy will sanction students who bring, or are in possession of, offensive, harmful, illegal or controlled substances into the Academy. Please see our separate Exclusion Policy.
- 9.5 Students caught smoking vaping on the premises will be sent immediately to RESET and a possible suspension will be considered.

- 9.6 Additional sanctions may be applied if deemed necessary, which may result in permanent exclusion from the Academy.

10. Searches

- 10.1 Staff have the authority to search students where they reasonably believe that they are in possession of any of the items listed below. These items are banned from being on the Academy's premises.
- 10.2 Please refer to:
<https://www.gov.uk/government/publications/searching-screening-and-confiscation>
- Knives and weapons
 - Alcohol
 - Illegal drugs
 - Stolen or missing items
 - Tobacco, cigarette papers, vaping equipment, lighters, other smoking paraphernalia
 - Fireworks
 - Pornographic images
 - Any article that the member of staff reasonably suspects has been or is likely to be used to commit an offence or cause personal injury or damage to another person or property.
- 10.3 If any of the above are found to be in a student's possession the items will be confiscated as they form part of the governments list of prohibited items. Weapons/knives and extreme or child pornography will always be handed over to the police. For other items, the member of staff will use their professional judgement to decide if, when and to whom they return a confiscated item. Any of the above-named items can be confiscated by Academy staff. Further items that are also banned in the Academy and can be confiscated include, but are not limited to, hoodies, jewellery, fizzy drinks, chewing gum, or fashion bags. Any dangerous, illicit, explicit, illegal or controlled items/substances will not be returned and may be given to the police for further investigation/intervention.
- 10.4 The Education Act also enables staff to search for any banned item within the Academy including items that could disrupt the classroom, such as phones or mobile devices, or cause damage to the premises, such as chewing gum.
- 10.5 A student's possessions (any goods over which the student has or appears to have control, such as bags and lockers) may be searched.

10.1 Extent of the search

- 10.6 When a search is required, two members of staff will be present. The leading member of staff conducting the search will, where possible, be the same sex as the student being searched and be a member of the Academy Leadership Team or a Head of Year. On an off-site activity, the Group Leader is authorised to search students at that location.
- 10.7 The witness (second person) will, where possible, be a member of staff and, where possible, be the same sex as the student being searched. (All staff have ongoing authorisation to be the witness of a search. During an off-site activity, temporary authorisation is given to non-employees who are named adults supervising students on trips to be a witness to a search.)
- 10.8 The member of staff leading the search is required by the Academy to state in writing the reasons for the search. This will be logged on the academy's management information system database
- 10.9 Staff are not authorised to conduct an 'intimate search' which requires the removal of non-outer clothing. The Police will always be called if an intimate search is required as they have the legal powers required.

11. Powers to discipline students when not on Academy premises

- 11.1 Teachers have statutory authority to discipline students for misbehaviour which occurs, in some circumstances, outside of the Academy. The power to discipline also applies (unless the Principal says otherwise) to all paid staff with responsibility for students, such as teaching assistants. The member of staff may discipline a student for any misbehaviour when the student is: taking part in any Academy-organised or Academy-related activity, travelling to or from the Academy, wearing the Academy uniform or is in some other way identifiable as a student at the Academy, for example, immediately before or after school.
- 11.2 Staff will act appropriately whenever a student's actions could have repercussions for the orderly running of the Academy, could pose a threat to another student, themselves or member of the public, or could adversely affect the reputation of the Academy.