



Every Student Thriving

# Attitude to Learning



*‘Pupils feel very safe at school. They behave well in lessons and know that teachers expect them to work hard.’ Ofsted*



# *'The 3Rs'*

## *Ready, Respectful, Responsible*

Our first aim is to recognise students for 'doing the right thing' as often as possible and as a result our expectations regarding behaviour are clear. John Colet School is a place of learning; any behaviour that prevents learning will be taken very seriously.

- Always act with kindness and **Respect** towards all members of the school community
- Look out for one another. Be **Ready** to help others in need of support
- Be **Responsible** and stand up for our school values. Report anything that is Unkind or Unsafe
- Be **Kind**, never leave out or isolate others

These 3Rs are used by all staff in conversations with students about values and behaviour. It would be helpful if you could reinforce this language at home.

### **Consequences**

Our Consequences System is based on a clear and fair set of rules that will be applied by all staff consistently across the school.

Bullying of any kind, racism, sexism, homophobia etc will not be tolerated.



# Mobile Phones



- **No See**
- **No Hear**
- **No Use**

‘Gate to Gate’



# Classroom routines

**Positive relationships** are key. Students need to be **ready** to learn. Students will be welcomed into lessons.

A learning activity will be **ready**. Students remove outdoor clothing, place bag(s) under table and place book(s) and equipment on table demonstrating they are **ready** to learn.

When the register is called, students respond **respectfully** as directed by the teacher. They must address the teacher by title and/or name.

**End of lesson routine:** Students pack away when directed by the teacher and KS3/4 students stand silently behind chair to be dismissed by the teacher in an orderly way.

## How can parents support

- Parents/carers can support by encouraging your child to pack their bag the night before.
- **'Google Classroom'** - You can see what homework is being set. Any problems contact the form tutor.



# The 10 Fundamentals Student CLASSROOM CONDUCT

Do our very best to avoid a 'confusion of standards' and create predictable environments.

Ready Respectful Responsible Kind

- 1 Calm corridor behaviour
- 2 Start work promptly→ 'Do It Now Task'
- 3 Sit according to seating plan; answer register in silence
- 4 Speak in full sentences, using subject vocabulary
- 5 Take a pride in your book and work. Underline with a ruler, secure loose sheets
- 6 Complete independent work silently
- 7 Standard quiet signal : "1...2...3... Eyes on me"
- 8 Answering questions: No calling out- no hands up to
- 9 Try your best, don't give up
- 10 Orderly dismissal: Stand behind chairs in silent and wait to be dismissed

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# The 10 Fundamentals Student OUT OF CLASSROOM CONDUCT

Do our very best to avoid a 'confusion of standards' and create predictable environments.

Ready Respectful Responsible Kind

- 1 Be on time
- 2 Blazers on - Shirts in- Skirts unrolled- Follow jewellery rules
- 3 Hands off: have consideration for others; avoid pushing, jostling, or boisterous behaviours
- 4 No inappropriate physical contact
- 5 No shouting, inappropriate language or 'banter'
- 6 Move sensibly between lessons, keep to the left.
- 7 No see, hear or use mobile phones (inc. earphones)
- 8 No eating or loitering in corridors or toilets
- 9 Respect the school buildings and environment
- 10 No more than one person in a toilet cubicle

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# Classroom Behaviours

Low level disruption is behaviour that disturbs the learning of others and themselves.

## **DISRUPTIVE BEHAVIOUR CITED BY NATIONALLY TEACHERS**

*Source: Poll conducted by YouGov for Ofsted*

- Disturbing other children (38%)
- Calling out (35%)
- Not getting on with work (31%)
- Fidgeting or fiddling with equipment (23%)
- Not having the correct equipment (19%)
- Purposely making noise to gain attention (19%)
- Answering back or questioning instructions (14%)
- Using mobile devices (11%)
- Swinging on chairs (11%)





# Approach to Classroom Management

<b>Warning:</b>	Describe the students behaviour and remind them of the rule	<i>'Billy, at John Colet we respect others therefore you shouldn't talk when I am talking.'</i>
<b>Choice:</b>	Remind them of the consequence if they continue to make a poor conduct choice	<i>'Billy, if you choose to keep talking it will be a C1.'</i>
<b>Consequence:</b>	Apply the consequence Record the behaviour/consequence	<i>'Billy, I have logged a C2 you need to see me after the lesson.'</i>
<b>Repair:</b>	Apply the consequence Record the behaviour/consequence	Conversation between teacher and student to move forward where needed.



We work from  
a framework;  
the  
'consequences  
ladder'.

See School  
Website

<p>N.B. The above consequences for inappropriate behaviour shown by students are intended as guidance for staff and students which will aid consistency when dealing with behavioural issues in school. The list of offences is not exhaustive and circumstances/context will be taken into account when deciding consequences.</p> <p><b>Consequence Ladder</b></p>	
<p><b>Type of behaviour during lessons (form time)</b></p> <p>Poor behaviour should be resolved/dealt with by the member of staff witnessing the behaviour. Serious Misdeemeanors outside of lessons should be referred to Form Tutor or HOY.</p>	<p><b>Consequence code</b> (All consequences must be recorded on Sims:right click register)</p>
<p><b>Ready:</b> Not fully equipped, Uniform infringement*, Late to lesson up to 5 minutes, registration assembly.</p> <p><b>Respectful:</b> Lack of effort, Not engaging appropriately in class, Chewing gum, Talking over a teacher or out of turn, Inappropriate language in class, Eating in lesson, Dropping litter in lesson.</p> <p><b>Responsible:</b> Inappropriate use of mobile phone*, inappropriate items in class, Disrupting the lesson/ learning of others, Inappropriate behaviour around school, HW first deadline missed in a term.</p>	<p>C1 Verbal warning C1 Phone confiscated*</p> <p>*sign uniform card, confiscate non-regulation uniform items eg <u>jewellery</u>/fashion belts. Uniform infringements that can be immediately rectified (eg. no tie, trainers without matron permission tutors send to SSO office for registration. <i>(Films/iss. issued, tie issued, varnish removed)</i></p>
<p>Repetition of C1 offences. HW incomplete/ poor standard. Homework persistently not completed (x3 for subject teacher in a term). Late to lesson more than 5 m.</p>	<p><b>C2a Escalation Issued</b> eg. Extra work to be completed out of lesson, community service or (break /lunchtime teacher det 5, 10, 20m (up to 30m). <b>NE: HW not done 3+ times in a term teacher will call home.</b> HW codes report every 2 weeks SLT to call home for students not completing HW in 3+ subjects.</p>
<p>3 signatures on uniform card (tutor to check and replace full cards immediately) Failure to produce uniform card (all staff). Late to school. *Breaktime/ lunchtime anti-social behaviour, littering etc.</p>	<p><b>C2b 30m lunchtime detention HOY SS2</b> (number of m. late) *Bring straight to the lunchtime detention HOY will log as ASB</p>
<p>Continued C2 behaviour (apart from HW issues), Failure to attend C2a Department Detention, Community Service or failure to complete and hand in inconvenience work, Failure to attend a C2b HOY lunchtime detention, Rudeness to or about a member of staff, Going out of bounds, Abuse of school ICT systems/Social Media (inc loss of internet privileges), Deliberate dishonesty, Damage to property, Being in the vicinity of smokers.</p>	<p><b>C3 One Hour After School Detention School Hall.</b> Monday, Wednesday, Friday.</p>
<p>Continued C3 behaviour, Failure to attend a C3 detention, Injuring another student, Bullying, Truancy/Going off site (unauthorised), Possession of smoking equipment, Smoking on site or in uniform.</p>	<p><b>C3+ One Hour 30 minutes After School Detention SLT.</b> School Hall. Friday.</p>
<p>Continued C3+ behaviour, Failure to attend a C3+ detention, Misbehaviour during a C3 detention, Two + C3s in one day, Walking away from a member of staff/deliberate defiance, Physical aggression, Persistent, Bullying inc. racist/homophobic, Theft, Graffiti, Vandalism, Behaviour that seriously disrupts the school day.</p>	<p><b>C4 A Period of time In internal exclusion</b></p>
<p>Persistent C4 behaviour, Refusal to co-operate /disruptive behaviour whilst in the isolation room Persistent refusal to follow school rules or the instructions of staff after previous levels of sanction have been applied, Misbehaviour in a C3+detention, Aggressive or offensive behaviour towards staff inc Swearing at a member of staff, Physical assault, Bringing the school into disrepute, Possession of</p>	<p><b>C5 Fixed term exclusion</b></p>



Where/Who	When	How long
Inclusion Unit	Lunchtime detention	30 m
Rota led weekly by departments. 2 teachers minimum. SLT will run on Friday.	Monday, Wednesday, Friday. 3pm to 3.45pm	45m
SLT	Friday 3pm-4.15pm	1h 15m
Inclusion unit	1 to 5 days	From 8.30am to 3.30pm

Students are best supported when parent and school work in partnership. Communication and trust are central to a positive partnership.

- When you receive Arbor invite Sept login; download, this is your commitment to communication and very important
- R points and C1 and C2 real time (log in to Arbor check every day))
- All detentions in your students calendar (log in to Arbor)  
**In addition** email also to alert C3 and above (inc after school det)
- Admission form I have read and understood Home school Agreement When parents agree to our Home School Agreement and send their children to us, they do agree to accept our behaviour policy which includes a clear line that:  
*circumstances and context will be taken into account when deciding consequences. The school makes the final decision on sanctions*
- For failure to complete homework C1 sanctions will be issued; message goes home.
- If a student persistently fails to hand in work further sanctions may be issued. Parents may also be contacted to discuss the Homework if there is a persistent issue with a child not completing it.
- HW club runs daily. Students are encouraged to attend.
- Students may be asked to attend HW club if HW is an issue.
- Detentions will only be rearranged under **exceptional circumstances**. Repeated failure to attend detention will result in escalated sanctions.
- Students cannot rearrange detentions for sport commitments and extracurricular commitments
- Centralised detentions are held for most of the year in the school hall. Students will not complete work during detention.

## HOME-SCHOOL AGREEMENT

**1. The Student:** As a member of John Colet School I will:

- Follow the school rules: Ready, Respectful, Responsible.
- Recognise the role I play in the wider school community, with an emphasis on being safe and kind at all times.
- Respect the right of others to work.
- Arrive at school every day on time.
- Come to school regularly.
- Present myself in school uniform (as described in the official school uniform list) and understand that when I am in uniform I am representing the school.
- Be punctual and correctly equipped for lessons.
- Be polite at all times.
- Tell the truth and follow instructions from all staff.
- Aim high and work hard to achieve my very best.
- Complete homework on time and meet deadlines.
- Be tolerant and respectful to others and their property.
- Be an ambassador for the school at all times both in and out of school.
- Strive for the highest standards in all areas of school life.

## **2. The Parents/carers:** I/We shall:

- See that my child goes to school regularly, on time, and is properly attired, inline with the [school uniform policy](#) and is equipped.
- Let the school know about any concerns or problems that might affect my child's work or behaviour.
- Use the school office to contact my child during the school day, not their mobile phone
- Support the school's policies and guidelines for behaviour as set out in the [Behaviour Policy](#) and School Rules.
- Support my child with homework.
- Attend parents' meetings and discussions about my child's progress.
- Avoid family holidays during school term times.
- Get to know about my child's life at the school.
- Keep a careful eye on the amount (if any) of paid employment done by my child.
- Monitor appropriate use of social media.
- Communicate respectfully with all members of the school community.

### **3. The School:** We will:

- Contact parents if there is a problem with attendance, punctuality or equipment.
- Let parents know about successes or concerns about their child's work or behaviour.
- Provide a rigorous and balanced curriculum.
- Plan teaching so that the needs of each child are met.
- Set, mark and monitor homework and provide facilities for children to do this work in school.
- Send home regular progress reports.
- Arrange parents' meetings during which progress will be discussed.
- Keep parents informed about school activities through regular letters home, newsletters and notices about special events.



# Celebrating Success



**Praise and encouragement are vital in promoting good behaviour.** The Recognition System is just one way that we can celebrate the achievement and success of our students in all aspects of school life as we encourage them to strive to excel. **Our aim is a 7 to 1 ratio (recognition:consequence).**

## **Celebration of Success**

- R1 and R2 code award notifications sent to parents/carers and students via Arbor app
- Cumulative achievement points threshold alerts to students and parents
- Threshold badges Bronze Silver Gold Platinum
- Weekly tutors celebrate individual reward point totals in form time
- Half termly Head of House celebrates House points totals in assembly
- House points will be awarded to competition winners and displayed on school website
- Rewards by Head of Year, Head of House and subject teachers
- Points add up to house cup
- Platinum Award winners celebrated

## **School's Annual Prize-giving Event**

- Achievement and effort for the whole year will be recognised at the school's annual prize-giving event, to which parents will be invited



Recognition Code	Behaviour	Time	Who	Reward	Value
R1 Character	Demonstrating JCS values; Ready, Respectful, Responsible and Kindness	All the time	All staff	R1C logged on system. Automatic Message sent home and to student.	1 point
R1 Academic.	Demonstrating JCS learning values; Resourceful, Resilient, Readers	All the time	All Staff	R1A	1 point
R2 Character	Significant contribution to the school community /community, demonstrating our values Ready Respectful Responsible and Kindness	All the time	All Staff	R2C logged on system. Automatic. message sent home and to student.	3 points
R2 Academic	Sustained excellent effort or progress in a subject area demonstrating our learning values Resourceful, Resilient, Readers	All the time	All Staff	R2A logged on system. Automatic. message sent home and to student.	3 points
R3 Character HOY/HOH	End of Learning Cycle for exceptional effort/ attitude to learning Or to reward excellent contribution within a Year Group/ House	End of LC Or All of the time	HOY/HOH	R3C HOY logged on system. Automatic. message sent home and to student.	10 points
R3 Academic STL	End of Learning Cycle for exceptional effort/ progress/achievement. Or to reward excellent contribution within a department	End of LC Or All of the time	STL	R3A STL for exceptional effort/ progress/achievement	10 points





# House System

Each form will be part of a House and will contribute to earning House points. House points can be earned by everyday successes or by contributing to House competitions.



The Six Houses at JCS: Amethyst, Citrine, Garnet, Jade, Topaz, Zircon.



## **Equipment list**

2 x blue or black pen

1 x red pen

Pencil

Rubber

Sharpener

Ruler

Reading book

A highlighter

A Chromebook

### **For Maths:**

Protractor

Scientific Calculator

Pair of compasses

### **Extras (these are useful, but not essential):**

Coloured pencils/ pens



Remember: some days students will need items for certain lessons e.g. PE kit, Food Tech equipment.



# Attendance Matters

GCSEs may seem a long way off for you and your child but all absence at any stage leads to gaps in your child's learning.

Attendance at John Colet School is above the national average.

- 97% attendance is 'good'.
- An attendance of **90% is not good**
- 90% attendance = one half-day every week missed = **four whole weeks** of whole school year missed = **2/3 of a whole year** missed across 5 school years (or, in other terms, the whole of Year 11!)

**Attendance Awards:** Students will be recognised at the end of the term and emails sent home and recognition points awarded. In the Summer term, certificates for 100% attendance will be recognised at prizegiving. Students with improved attendance will also be recognised by the attendance officer.

Attendance groups	Average progress of students at JCS
Above 95%	● +0.7
90.1 - 95%	+0.3
80.1 - 90%	-0.2
50.1 - 80%	-0.5
0 - 50%	● -1.6



# Uniform

Students are ambassadors for the school and as such they must behave **responsibly and respectfully** in the community and at any time they are in uniform.

## Uniform: common pitfalls which can be avoided

- Clip on ties must not be removed
- Approved trouser and skirt list
- Black or white socks
- Plain black shoes
- Shirt tucked in
- No Trainers, or shoes which look like trainers





# Shoes

## Acceptable styles



## Unacceptable styles





# Thank you for listening.

## Any questions?

Classroom Routines

Consequences Ladder

Recognition

House System

Equipment

Attendance

Uniform