



Positive Behaviour Policy

Aims and Expectations:

Al-Lawh Institute strives to provide a caring ethos where everyone in the school community feels safe, confident, valued and respected. It aims to offer the highest quality of Islamic education to our students. In order for our students to benefit from this knowledge they must learn and apply what they are taught. It is, therefore, imperative that the highest standards of behaviour are upheld at all times whether it is students amongst themselves or between students and teachers, other members of our organisation, other parents - whether in the classroom or outside of it. By promoting an environment where everyone can live and work together in a supportive way, pupils are able to reach their full potential, emotionally, socially and intellectually. The primary aim of our behaviour policy is to promote good behaviour. We have school rules and the staff do not ignore unacceptable behaviour, but having high expectations, being good role models and rewarding pupils enables us to promote positive behaviour, as well as sanctioning anti-social behaviour. This policy is to be read in conjunction with the Home/School Agreement and our Safeguarding and Anti-Radicalisation Policy.

Disciplinary procedure

1. It is essential students have respect for themselves, for their teachers, other staff members, fellow students, helpers and other people they may encounter. In addition, respect for the classroom, school buildings and the environment in general is also essential at all times.
2. To reinforce good work/learning, behaviour and attitude we will use Verbal praise, Weekly/Monthly merit Certificates and Stickers, Children sent to Headteacher or subject co-ordinator to show their work, Star of the Week and similar awards. Students who display good behaviour will be recognised and rewarded as Al-Lawh feels fit.
3. Any threatening or disrespectful behaviour whether implicit or implied towards any person is absolutely unacceptable and against the essence of Islamic teachings and against the mission of Al-Lawh. We expect exemplary behaviour from our students at all times - whether at the Academy, at home, at school or anywhere else. *Strict action will be taken against any student found to be behaving in a manner which is unacceptable whether at the Academy or otherwise.* Examples when sanctions may be applied are as follows:
 - Persistent swearing
 - Throwing objects with intent to harm
 - Harming someone so they need medical help
 - Continued or more serious cheek/challenge to authority
 - Stealing
 - Repeated refusal to do set task and/or homework
 - Highly offensive remarks to children
 - Bullying
 - Fighting
 - Racism
 - Violence
 - Very serious challenge to authority
 - Leaving school without permission

Attendance

4. Regular and punctual attendance is necessary for a successful student to be able to take full advantage of the education being provided.
5. Attendance and punctuality will be monitored regularly and if either fall below standard parents will be contacted in the first instance. Regular unauthorised absence or lateness will result in a formal warning and possible exclusion from the Academy.
6. Absences will be authorised if the Academy is contacted by a parent/guardian in writing and the Academy deems the reason for absence to be valid, otherwise all other absences will be recorded as unauthorised.

Truancy

7. In the event of regular unauthorised absence or continued lateness the Academy will arrange a meeting with the parents of the student in question to discuss the future of the student within the Academy; this may result

in the student losing their place if the parents are unable to ensure that such absence/lateness will not occur again.

Bullying

8. Bullying of any sort, whether physical or emotional, express or indirect will not be tolerated. It is the aim of Al-Lawh to provide a safe, friendly environment where staff, parents and the students thrive and cooperate with each other.
9. If a student feels they are being bullied then they should report their concern to their teacher/the Headteacher, or any Designated Senior Person (or any other member of staff who will take the necessary action to resolve the issue in line with Safeguarding procedures).
10. Any behaviour which is deemed unacceptable will be recorded and the student given a verbal warning.
11. Should such behaviour persist then a written letter will be sent home asking the parents to attend a meeting to discuss the behaviour of their child.
12. If such behaviour continues after the meeting or if a student's behaviour is deemed serious then a suspension will be issued immediately.
13. Following the suspension a final meeting will take place to discuss the students place in the Academy, it is the discretion of the Academy whether to allow the student to return or to exclude the student at this stage.
14. Detentions may be handed out to students for bad behaviour, a letter will be given which will explain the reason for the detention and the date and time of the detention.
15. Any action taken by staff will always be done in a calm, consistent, firm and positive manner.

Rights and Responsibilities:

All Staff will:

- Give opportunities to develop interpersonal and social skills
- Offer a curriculum that enables pupils to engage
- Give the opportunity to work in groups
- Make sure that pupils listen and are listened to and value others
- Help pupils to gain the ability to make choices about their behaviour
- Help pupils to be confident about their learning and enjoy it
- Help pupils understand their rights and responsibilities as citizens in our society.
- Be a positive role model
- Reward/praise positive behaviour
- Use the behaviour log (Incident Report Form/Homework Diaries etc) when necessary
- Ensure the pupils in their class know the class and school rules
- Inform parents about their child's welfare or behaviour and, where necessary, work alongside parents

Students will:

- Respect and care for others
- Listen to others
- Learn/work co-operatively
- Obey the school rules
- Resolve disputes positively
- Value and take responsibility of the environment
- Be aware of and understand their rights and responsibilities (see Appendix II)

- Be aware of their own emotions and actions and take responsibility for these.

Parents, Carers and Guardians will:

- Support the school when reasonable sanctions to discipline a child have been used
- Promote positive behaviour at home in order to have continuity between home and school
- Initially contact the class teacher if they have concerns about the way their child has been treated or if they feel their child's behaviour is impacting on the child's emotional wellbeing. If concerns remain, contact the headteacher then if necessary the Designated Senior Person/s.

Monitoring and Evaluating

The effectiveness of this policy will be regularly monitored by Al-Lawh Institute. We aim to keep a variety of records of incidents of misbehaviour - Incident Report Forms, Headteachers records, Home/School Agreement, Homework Diary etc.

Trips

Attendance on any trips arranged as a reward system is a privilege and not an automatic right. If a student's behaviour before a trip is consistently unacceptable and they have abused any procedures, they will not be accepted on a trip. Al-Lawh reserves the right at any time to withdraw any student from a trip if they are involved in any behaviour which we deem does not live up to our school's behaviour codes.

Review:

The policy will be reviewed in line with the school's review cycle, at least annually or earlier when (and if) we receive recommendations on how the policy might be improved.

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