

RIPLEY ST THOMAS

A CHURCH OF ENGLAND ACADEMY



Sixth Form Rewards and Behaviour Policy

Originator	Mr M Sim
Revised	September 2021
Next Review Date	September 2023

Ripley St Thomas
Ashton Road
Lancaster
LA1 4RS

t 01524 64496 **f** 01524 847069
e admin@ripley.lancs.sch.uk
website www.ripleystthomas.com

Believe.....

Sixth Form Rewards and Behaviour Policy

Our expectation is that Sixth Form students will behave with due regard at all times to their role as senior members of the school; that is, with personal dignity and self-respect and also with respect for staff, their peers and pupils in the main school and the wider community. General day-to-day expectations of students (for example, excellent levels of school and lesson attendance, punctuality, appearance, use of school property/facilities, conduct in lessons and enrichment activities) are clearly outlined in the Sixth Form planner and in the Sixth Form Learning Agreement signed by parents and students when they take up their place in the Sixth Form.

Rewards

ASPIRE Rewards System

Our ASPIRE rewards system (Attendance, Success, Progress, Initiative/Innovation, Relationships, Endeavour) acknowledges the achievements of the students and their contributions to the Sixth Form, the school and to the wider community.

Sanctions

The vast majority of students meet our expectations. Where students do not meet expected standards of behaviour, these inappropriate choices will have consequences.

Sixth Form Sanction Points will be issued for the following reasons:

- Missed lesson/tutorial
- Late to school
- Poor behaviour in lesson/JCL/Study Room ; refusing reasonable request; defiance
- Poor behaviour outside lesson/ incident in local community
- Missing work or failure to complete work
- Late to lesson without good reason
- Failure to wear ID badge
- Failure to adhere to dress code
- Missed compulsory support lesson
- Inappropriate use of mobile phone
- Failure to bring equipment

Accumulated points per half-term will result in the one of the following outcomes: meeting with tutor, meeting with Head of Year, additional support offered through tutor support or ISAP or being placed on contract

Individual Support (ISAP)

Some students require additional short term support to achieve their potential. Support is tailored to the needs of the individual student. Progress is measured against the criteria agreed and a review is held with the student at the end of a fixed time period. Students are expected to respond positively to this programme. Parents are informed by letter at the beginning and contacted at the end of the defined period.

Contract System

A student who persistently fails to meet expectations will be placed on a contract. Students can move to any level of contract dependent on the issue.

Contract Level 1

Contract Level 1 will offer short term targets with date of review. Parents will be informed. Head of Year to sign this contract

Contract Level 2

A student who does not meet the targets from Contract Level 1 will meet with the Head of Year and be placed on a Contract at Level 2. This will set further short term targets with date for review. The Head of Year will meet with parents and will liaise with the Head of Sixth Form. The Head of Year and Head of Sixth Form to sign this contract.

Contract Level 3

A student who does not meet the targets at Level 2 will be placed on a Contract at Level 3. At this point, a student is in a very serious position. The student will be made aware that his/her position at Ripley St Thomas Sixth Form is in jeopardy. The contract will state that it may be in the interests of the student that he/she leaves the Sixth Form should he/she not meet the short term targets by the date shown on the contract. Head of Year and Head of Sixth Form to sign this contract.

We will be supporting the student in pursuing alternative career or training routes as Sixth Form courses at Ripley may not be appropriate for the student.

Serious Breach of Discipline

In a serious breach of discipline (e.g. repeated refusal of a reasonable request, persistent disruption of lessons or an incident involving physical violence), the procedure will be as follows:

- The class teacher informs sixth form reception. Head of Year/Head of Sixth Form /SLT is informed. Student is removed to TRC
- A suspension (fixed period exclusion) may be used. Parents will be notified in writing. This notification will include the period of exclusion and the reasons for it. The academy will make every effort to speak to a parent/carer before a student is sent home and explain the reason for the exclusion.
- Very serious breaches of discipline (e.g. possession of illegal drugs, illegal or improper activity that impacts on the academy or the Sixth Form and its students) may result in permanent exclusion.

Dress Code

We expect students to dress for a professional, working environment.

The dress code is outlined below:

Boys must wear a shirt and tie with smart trousers.

Girls must wear a smart top with trousers/skirt or a dress

Facial jewellery must not be worn

Footwear must be suitable for a smart, working environment

If dyeing or highlighting your hair, only natural colours are acceptable. Extreme haircuts and multi-coloured dyes must be avoided

Faces must not be covered

No visible tattoos

The following are not acceptable:-

Denim

Canvas shoes/trainers

Leggings worn as trousers

Crop tops/revealing tops

Tight and very short skirts
Hoodies
Shorts

Where a student fails to observe the dress code, the student will receive a warning and a sanction point will be issued by registration tutor.

On a subsequent breach of dress code, a student will be taken out of circulation and required to be in the Study Room for the day. Students who come inappropriately dressed the following day, will be sent to TRC.

A student may be told to return home to change at the discretion of the Head of Year/ Head of Sixth Form. Parents will be notified. On his/her return, the student should sign in at Sixth Form reception and report to the Head of Year before returning to lessons.

ID badges

It is a safeguarding requirement for all Sixth Form students to visibly wear a student ID and lanyard. All students will be issued with this at the start of Year 12. Replacement ID will incur a charge.

Where a student fails to wear an ID Badge, the student is sent to Sixth Form reception and given a temporary replacement badge. A sanction point is issued by the receptionist. A record is kept of the number of times students require a replacement badge.

Students who fail to wear the ID badge the following day will be sent home by Head of Year or may choose to buy a replacement badge. Parents will be notified.

Mobile Phone Use

The use of mobile phones is not permitted in lessons and they must not be visible on desks unless under the direction of the class teacher.

Sixth Form students are permitted to use their mobile phones appropriately in the Silent Study Room and JCL and in the sixth form canteen. The use of mobile phones is not permitted beyond the Hive and the end of path leading from the Sixth Form Centre to the main drive.

Mobiles visible in the main school will be confiscated and given to the Head of Year to be handed back to the student at the end of the day in the first instance and kept overnight on any further occasion.