The John Roan School Behaviour Procedure

Dear Parent/Carer,

Recent years at The John Roan have seen some challenging times and our parents are now a vital part of our improvement journey. We have begun to make progress in key areas, something that was recognised by OFSTED however, we also recognise that there is much more to do.

Recent changes to the Pastoral Teams have provided an enhanced level of support for our students, resulting in improved whole school behaviours. This is pleasing but there is still much to do to ensure that learning can be a focus all of the time.

We must ensure we have a more efficient and effective set of behaviour management tools. This is the key priority for the school. Children deserve a disruption free learning environment that enables them to thrive. This in turn will help them towards a successful future.

September 2019 will begin with the launch of our Disruption Free Learning procedures. These will enable all of our students to engage positively within their own education, in an environment free from disruption.

The John Roan is, and will always be, an inclusive school where students with SEND are valued and feel part of our community. The new procedures will work to offer support to our most vulnerable students, whilst ensuring that lessons are not disrupted to the extent where this is having a negative impact on student progress.

Disruption Free Learning

The Disruption Free Learning procedures will enable all students to learn without disruption. They will empower the classroom teacher to have authority within their teaching space to effectively manage student behaviour. The procedure operates a clear warning system: to indicate clearly to a student when they are negatively affecting their own learning and that of others.

If a student is disruptive, the teacher will issue a clear verbal warning, telling the student what actions they need to change to ensure that they and others are able to learn and make progress.

If a student fails to respond to this warning, a second warning will be issued and the student will also be moved within the classroom to support them to re-focus and engage with their learning. This will be clearly explained to the student.

If, after receiving two warnings, the student continues to disrupt their own learning or that of others, they will be removed from the lesson.

This sequence of warnings can be summarised: WARN - MOVE - REMOVE

The removal of a student from their lesson will only take place following appropriate application of warnings.

The student will then be placed in the Disruption Free Learning Room (DFL). Whilst in this room, students will be given the opportunity to reflect on their behaviour. They will also complete learning tasks associated with core subjects of English, Maths & Science.

Executive Headteacher: Cath Smith
Maze Hill, London, SE3 7UD
www.thejohnroan.greenwich.sch.uk

Email: info@thejohnroan.greenwich.sch.uk Telephone: 020 8516 7555
When students are placed in the Disruption Free Learning Room, they remain in school until 4.00pm on that day. Students will complete a full six period programme within the DFL Room. This ensures a fair system is in place for all students. For example, if a student is sent to the DFL Room during period two, in order to complete their six period time in the DFL Room, they return there until the end of period one the following day. This ensures that students going in to the Disruption Free Learning Room during period 6, receive the same consequence as a student accessing the space during period 1.

When a student is placed in the DFL Room, the class teacher will call the parent or carer on the same day to explain what happened. At the end of the day, the teacher and student will meet to complete a reconciliation meeting, where clear targets are set to support an improved attitude towards their learning.

Diagram explaining the Disruption Free Learning Environment procedure

Disruption

Disruption is defined as behaviour that is negatively affecting the learning of others.

Warning 1 – Verbal warning (Warn)
Warning 2 – Re-focus location change (Move)
Warning 3 – Remove to DFL Room (Remove)

Student is escorted to the DFL Room by staff. Students are provided with an alternative curriculum based on the key principles of their current work in English, Maths & Science.

Student completes a full 6 period day in DFL Room, plus one hour after school.

Teacher contacts home to inform parents.
Teacher completes restorative meeting on the same day to set key targets.
Attitude to Learning

A positive attitude to learning is essential to making outstanding progress. We wish to inspire all of our students to value and respect their education, in order to develop their ambitions towards a successful career pathway of their choice. To support our students with this focus on success, we instil high standards that prepare our students for adult life and independence.

Students with high levels of attendance, punctuality and those who take PRIDE in their appearance and learning, are most successful in their future. To support this, we expect all students to:

- Arrive at school and to lessons on time
- Arrive at school with the basic equipment to support their learning
- Arrive at school wearing the correct uniform
- Be independent learners and to complete homework when requested

These are our basis expectations, “The John Roan Essentials”. From time to time, there may be a genuine reason for a student to be unable to meet these. If this is the case, parents are expected to communicate the circumstances with the school, (a note in the planner, an email to the Head of Year or a phone call to Reception). If there is no valid reason or nc communication, a one hour same day detention will be set.

Punctuality

The John Roan is very clear on the standard required regarding punctuality. Our expectation is that all students are in school and engaged in their Tutorial session by 8.30am. Any student who is not in their registration room by 8.30am will receive a one hour same day detention.

Our expectation is that all student are punctual to lessons. Where a lesson is directly after a social period, a warning bell will sound. This will be followed by a second bell that indicates that the next leaning session has started. Where students fail to attend lessons prior to the second bell, they will be marked as late and receive a one hour same day detention. During transition between lessons, students will have five minutes to travel to their next lesson. Any student arriving after the five minute transition period will be issued with a one hour same day detention.

Equipment

We are very clear on the standard required regarding equipment. Our expectation is that all students bring appropriate learning equipment to school to facilitate their progress in every lesson.

All students must ensure that essential learning equipment is provided for every lesson.

The John Roan equipment essentials are:

- Pencil case
- Pens – Black x2
- Pens – Green x 2
- Pencils – x2
- Pencil sharpener
- Erasers
- A ruler
- A protractor
- School Planner
- Reading book
- A school bag of appropriate size to carry essential equipment and student books.

Any student arriving to a lesson without The John Roan equipment essentials will be issued with a one hour same day detention. All of the above John Roan essential are available to purchase from the
school via ParentPay. For the cost of £3.57, a pencil case filled with all of the above essential aspects of learning equipment can be purchased.

To support student engagement in their learning, The John Roan would also like to suggest the following is provided however, this is not compulsory.

Optional Equipment:
- Highlighters
- Glue stick
- Scientific Calculator (we recommend: Casio FX-83GTPLUS or Casio FX-85GTPLUS)
- Water bottle
- Coloured pencils
- Sketchbook
- A pocket dictionary
- A Maths geometry set

Uniform

We have a very clear standard regarding uniform. Our expectation is that all students wear correct school uniform throughout the day.

The John Roan expectation:
- A school blazer must be worn at all times when in the school building. During lessons, teachers can give permission for students to remove their blazer
- All students will ensure his or her shirt is tucked inside their skirt or trousers
- All female students will ensure that skirts are an appropriate length
- All students will ensure that appropriate tailored trousers are worn (No skinny fit or short leg)
- All students will ensure that shoes are worn throughout the day (Trainers of any type are not acceptable)
- Any type of sports/hooded tops are not acceptable

Any student unable to adhere to The John Roan uniform code will receive a one hour same day detention. Students who provide a note or communication from parents during exceptional circumstance will not sit the detention. The responsibility to provide a note is with the student.

Homework

The John Roan is very clear on the standard required regarding Homework. Each student should expect to complete homework for each subject every week. The class teacher will ensure that all homework is recorded on the school system – Show My Homework. Any student who does not complete set homework will be issued with a same day one hour detention.

We know that all parents expect their children to learn in a disruption-free environment. We believe that the improved clarity of this procedure will provide the framework for us to deliver disruption free learning to your children.
Where parents would like more information regarding the new systems, or have any questions or queries, please do not hesitate to contact me using the email address below.

Yours faithfully,

[Signature]

Jemma Clark
Deputy Headteacher

Email: JCLARKE@thejohnroan.greenwich.sch.uk