



King's College
The British School of Murcia

KCM Secondary Recognition & Rewards

Rationale

The King's College Recognition and Sanctions Policy exists in conjunction with the Behaviour Policy and underpins the school's Code of Conduct. The overarching principle for the creation and application of this policy is the establishment of consistency for the College as a community of pupils, staff and parents in regard to how recognition and sanctions can, and should, be used to:

- Positively reinforce desired behaviours, attitudes and attributes; and
- Proportionately sanction inappropriate behaviour.

This policy supports our values of:

- **Honesty**
- **Faith**
- **Courage**

Aims:

- To celebrate pupils' behaviours, attributes & attitudes at every opportunity.
- To apply positive policies in which teaching and learning can take place in a safe and happy environment.
- To maintain an atmosphere conducive to learning.
- To promote responsible behaviours, attributes & attitudes, encourage self-discipline and respect for themselves, for others and for property.
- To encourage good behaviours, attributes & attitudes by promoting intrinsic motivation.
- To ensure that the school community is aware of the range of potential sanctions that may be imposed in the event that a pupil falls short of the schools' Core Values, Expectations, Behaviour policy and other related policies.

Values & Expectations

Our aim is to demand, and expect very high standards from our pupils.

Being Respectful

1. Through your speech and conduct
2. By being courteous and supportive
3. By respecting difference
4. By respecting school equipment and property and that of your peers
5. By speaking in the language of the class

Having Self-awareness

1. Understanding and managing your emotions
2. Considering and taking responsibility for your own words and actions
3. Reflecting on your own behaviour
4. Listening to and acting upon advice

Attitude to learning

1. Showing resilience and persistence - Overcoming frustration and failure
2. Having the courage to take risks
3. Being creative and enterprising - using your initiative
4. Being open minded -being prepared to consider new ideas, concepts and beliefs
5. Having an enquiring mind - trying new learning strategies
6. Striving to meet department specific expectations

Taking responsibility for

1. Your surroundings - both in and out of the classroom
2. Moving around the school calmly and in an orderly manner
3. Observing all safety practices
4. Using all school equipment and property carefully
5. Wearing the correct school uniform and looking smart at all times
6. Being on time and organized for all lessons and activities
7. Your behaviour, what you say and how you say it - and how it may impact others
8. For your chromebook and books

Rewards (House Points)

Creditable behaviours, attributes & attitudes will be celebrated at all levels and teachers should use verbal praise as much as possible, wherever and whenever it is appropriate.

Recognition Comments

Positive comments should be given when pupils consistently / regularly demonstrate:

- 1. Being Respectful**
- 2. Having Self-awareness**
- 3. Attitude to learning**
- 4. Taking responsibility**

See above for amplification of these behaviours, attributes and attitudes

Commendations

Academic Departments

The purpose of Commendations is to reward pupils who complete something whether academic, organisational or pastoral - that is deemed to constitute something that goes above and beyond in terms of Values & Expectations.

Each department has a list of examples that will constitute the awarding of commendations.

The commendation is worth 10 House Points.

Individual Recognition Levels

At the end of each term rewards given for demonstrating our Expectations and Values for each pupil will be calculated and certificates will be awarded at the levels below. The Commendations will also be added to these.

1. Bronze
2. Silver
3. Gold

In addition there will be form prizes in each year group.

Recording - see appendix

Role of Heads of Key Stage / Head of Pastoral Care / Deputy Head

Using professional judgment and context, the following additional forms of recognition should be used.

- Email home
- Post Card sent home to parents
- Recognition in person or email to tutor for tutor time
- Key Stage Assemblies

Sanctions at King's College

At KCM we use a variety of well-established behaviour management strategies (seating plans, positive use of language, classroom rules). We expect and trust staff to use their professional judgement in situations. In particular, as staff, when faced with an issue our first question is always 'is there something I should know about that is causing a pupil to behave in this manner?' Staff know and understand our pupils and, as such, are empowered to make professional judgments on appropriate sanctions.

Certain forms of behaviour will NOT be tolerated under any circumstances:

- Bullying - all forms
- Fighting / Violence (including threats of physical violence)
- Vandalism or theft
- Sexual harassment - either verbal or physical
- The use of social media which impacts the well-being of pupils
- Insolence or insubordination
- Misbehaving on school transport
- Drug, alcohol and tobacco use in school
- Any discriminatory behaviour (including hate speech) – on the grounds of gender (including gender reassignment), sexual orientation, race or ethnicity, religion or belief, or disability
- Any action which has a serious impact on the well-being of themselves or others

We take cases of this type of behaviour very seriously. The sanctions for these depending on the severity and context of the offence could be one of the following:

1. Internal suspension – loss of break times
2. Internal suspension – all day supervision. Lessons and break times
3. External Suspension – For 1 day up to a maximum period of 1 week
4. Permanent exclusion from the school

Reporting other incidents

Students have a responsibility to report any concerns they have regarding the behaviour or attitude of pupils to a member of staff. Honesty is promoted as the best solution to any wrongdoing.

Each case will be treated on a case-by-case basis. The school will consider any extenuating circumstances and the pupil's past record.

Sanctions

The full list of KCM sanctions is in the Appendix.

Heads of Key Stage and the Head of Pastoral Care will monitor sanctions on iSAMS and liaise with staff appropriately.

Sanctions

Detentions for not meeting KCM Values / Expectations - via iSAMS

1. Attitude to learning
2. The 3 other values / expectations

Wednesday & Friday 1.40 - 2.10 to be run by HoDs / SLT on a rota.

Sanctions

A -Being Respectful	B - Having Self-awareness	C - Attitude to learning	D - Taking responsibility	E -Not tolerated
<ol style="list-style-type: none"> 1. Through your speech and conduct 2. By being courteous and supportive 3. By respecting 	<ol style="list-style-type: none"> 1. Understanding and managing your emotions 2. Considering and taking responsibility for your own words and actions 3. Reflecting on your own behaviour 4. Listening to 	<ol style="list-style-type: none"> 1. Showing resilience and persistence - Overcoming frustration and failure 2. Having the courage 	<ol style="list-style-type: none"> 1. Your surroundings - both in and out of the classroom 2. Moving around the school calmly and in an orderly manner 	<ol style="list-style-type: none"> 1. Bullying - all forms 2. Fighting / Violence (including threats of physical violence) 3. Vandalism or theft 4. Sexual harassment - either verbal or physical

<p>g difference</p> <p>4. By respecting school equipment and property and that of your peers</p> <p>5. By speaking in the language of the class</p>	<p>and acting upon advice</p>	<p>to take risks</p> <p>3. Being creative and enterprising - using your initiative</p> <p>4. Being open minded - being prepared to consider new ideas, concepts and beliefs</p> <p>5. Having an enquiring mind - trying new learning strategies</p> <p>6. Striving to meet department specific expectations</p>	<p>3. Observing all safety practices</p> <p>4. Using all school equipment and property carefully</p> <p>5. Wearing the correct school uniform and looking smart at all times</p> <p>6. Being on time and organized for all lessons and activities</p> <p>7. Your behaviour, what you say and how you say it - and how it may impact others</p> <p>8. For your chromebook and books</p>	<p>5. Insolence or insubordination</p> <p>6. Misbehaving on school transport</p> <p>7. Drug, alcohol and tobacco use in school (including 'vaping')</p> <p>8. Any discriminatory behaviour (including hate speech) – on the grounds of gender (including gender reassignment), sexual orientation, race or ethnicity, religion or belief, or disability</p> <p>9. Any action which has a serious impact on the well-being of themselves or others</p> <p>10. The use of social media which impacts the well-being of pupils</p>
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Detentions - issue to be copied to iSAMS. Detention reason and pre-fix of the expectation & value not met (see above)

	Tutor / Head of KS / H of Pastoral Care	Key Stage 3 & 4 Sanctions	Sixth Form
<p>Level 1- Tutor / Teacher</p>	<p>Tutor / Teacher - Low level / impact on self / others. One - off / Infrequent</p> <ul style="list-style-type: none"> • A -Being Respectful • B - Having Self-awareness 	<ul style="list-style-type: none"> • Detentions - behaviour / academic • Verbal Warning after a number of warnings / conversation 	<p>Below to be recorded on iSAMS</p> <ul style="list-style-type: none"> • Verbal Warning after a number of warnings / conversation • Email home

	<ul style="list-style-type: none"> • C - Attitude to learning • D - Taking responsibility • E -Not tolerated - referred to Hof KS & SLT 	Below to be recorded on iSAMS <ul style="list-style-type: none"> • Email home • Loss of free time • Referral to Head of KS 	<ul style="list-style-type: none"> • Loss of phone • Referral to Head of 6th Form
Level 2 – Head of Key Stage (liaising with tutor/teacher)	Head of Key Stage (liaising with tutor/teacher) Medium to high level / impact on self / others. Frequent & persistent <ul style="list-style-type: none"> • A -Being Respectful • B - Having Self-awareness • C - Attitude to learning • D - Taking responsibility • E -Not tolerated - referred to SLT 	Above plus <ul style="list-style-type: none"> • Issues recorded MyConcern for frequent poor behaviour • Detentions - behaviour / academic Below to be recorded on iSAMS <ul style="list-style-type: none"> • Issues recorded (academic) • Parent meeting • Report card • Reflection time • Internal break suspension 	Above plus <ul style="list-style-type: none"> • Issues recorded MyConcern for frequent poor behaviour Below to be recorded on iSAMS <ul style="list-style-type: none"> • Issues recorded (academic) • Parent meeting • Report card • Internal break suspension • Loss of privileges / private study • Community service
Level 3 Head of Pastoral Care / Deputy Head	<ol style="list-style-type: none"> 1. Ongoing and high need issues impacting on peers, family & staff. 2. Need for regular contact with parents and external organisations & professionals. <ul style="list-style-type: none"> • A -Being Respectful • B - Having Self-awareness • C - Attitude to learning • D - Taking responsibility • E -Not tolerated 	Above plus - recorded on iSAMS <ul style="list-style-type: none"> • Removal from class • Internal suspension • External suspension • Exclusion 	Above plus - recorded on iSAMS <ul style="list-style-type: none"> • Removal from class • Internal suspension • External suspension • Exclusion

NB: This policy is supported by the Social Media Policy and the Mobile Phone Use Policy. Specifically, sanctions will be imposed for inappropriate use of social media, both in and out of school and also misuse of mobile phones.

Review

This document will be reviewed on an annual basis by the Headteacher

Drawn up by: ASL Jan 2019	Reviewed & Updated: May 2019
Approved : SR Feb 2019	Next Review : May 2020